

U. S. NUCLEAR REGULATORY COMMISSION
NRC MANUAL
TRANSMITTAL NOTICE

CHAPTER NRC 4130 POSITION EVALUATION AND PAY ADMINISTRATION

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REMARKS:

NRC Appendix 4130-C, Part IV, has been revised to conform with new performance appraisal system requirements relating to within-grade increases. Brief descriptions of these changes are listed below. Please insert superseded pages, where applicable.

NRC Appendix 4130-C

1. A specific statement has been added that NRC is not covered by 5 U.S.C. 5331 et seq. or by OPM rules and regulations pertaining to within-grade increases and quality step increases. However, NRC parallels certain provisions of OPM regulations. (See Part IV, B.)
2. Four generic requirements established to grant an employee a within-grade increase (WIGI) have been added. (See Part IV, B.)
3. The procedures for "Acceptable level of competence" have been clarified to indicate that the most recent rating of record from the most recently completed appraisal period must be at least "Fully Successful" to grant a WIGI. (See Part IV, B.6.b.)
4. New procedures have been added requiring a rating of record be prepared when a WIGI decision is not consistent with the employee's most recent rating of record. (See Part IV, B.6.f.)
5. New procedures have been added relating to delays in acceptable level of competence determinations for WIGIs. (See Part IV, B.7.)
6. Specific reasons for waiving the requirement for an acceptable level of competence determination and granting a WIGI are incorporated and expanded. (See Part IV, B.8.)

7. Procedures concerning a denial of WIGI notice have been changed to indicate that a new performance determination will be made not later than 52 calendar weeks following the original eligibility date for the WIGI instead of the date of denial. (See Part IV, B.11.c.(2)(e))
8. Procedures relating to sustained denial of WIGI cases are clarified by requiring a new performance determination be made no longer than 52 calendar weeks after each denial. (See Part IV, B.12.)
9. Eligibility criteria, limitations and procedural requirements for high quality increases (HQIs) have been removed and placed in NRC 4151, "Non-SES Performance Appraisal System" since HQIs are now a part of the performance management program. (See Part IV, C.2.)
10. Procedures concerning pay authorization for HQIs are now included in this Appendix. (See Part IV, C.3.)

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PART IGENERAL PROVISIONS.

A. APPLICABILITY

The provisions of this appendix apply to all employees, unless otherwise specified, except:

1. Members of the Senior Executive Service.
2. Experts and consultants (See NRC 4139).
3. Administrative Law Judges appointed under 5 U.S.C. 3105 (see 5 CFR Part 930, Subpart B, "Appointment, Pay, and Removal of Administrative Law Judges").
4. To the extent regulations contained in this appendix conflict with or are modified by the negotiated agreement with the employees' exclusive representative, the negotiated agreement shall govern for employees in bargaining unit positions.

B. COVERAGE

This appendix prescribes the salary and wage schedules under which NRC employees are paid and gives instructions for setting and adjusting the rates of individual employees within these schedules.

C. DOCUMENTATION

Unless specifically stated otherwise, pay-setting personnel actions are documented in accordance with instructions in Federal Personnel Manual (FPM) Supplement 296-33.

PART IISALARY SCHEDULES AND RATES**A. SALARY SCHEDULES WITH GRADES AND/OR LEVELS**

Most NRC employees are in positions under job evaluation systems with grade designations and concomitant salary schedules. With few exceptions (see 5., below), NRC employees are paid under this appendix in accordance with the appropriate schedule of rates. These schedules are issued, normally annually, as bulletins to this appendix.

1. General Salary Schedule

NRC's General Salary Schedule of 18 grades of per annum rates is adopted by the Executive Director for Operations and is applicable to NRC employees in GG positions unless the position is covered by a special salary schedule. This schedule is normally identical to that in 5 U.S.C. 5332(a), from which NRC is exempt.

2. Special Salary Schedules

To aid in recruitment or retention of employees, the NRC may establish or revise a special schedule of rates for any grade or grades of the General Salary Schedule for application to positions in a particular occupational group or line of work (nationwide or in a particular location). The Director, Division of Organization and Personnel, will make an independent analysis of available data including each special schedule issued by the Office of Personnel Management to determine its applicability to NRC's needs for the recruitment and retention of employees. Directors of Offices and Regional Administrators will advise the Director, Division of Organization and Personnel, whenever a recruitment or retention difficulty develops which may justify adoption or revision of a special schedule. See also Part V below.

3. Locality Rate Schedules

NRC employees in locality rate jobs are paid in accordance with locality rate schedules approved by the Director, Division of Organization and Personnel, based upon schedules issued under the Coordinated Federal Wage System (see FPM Chapter 532).

- a. NRC Authority. By definition of the term "agency" under 5 U.S.C. 5342, NRC is excluded from its coverage. However, NRC conforms to the provisions of the Federal Wage System on a voluntary basis. This conformance permits direct use by NRC of the wage schedules issued in each locality for application by all Federal agencies that are actually covered by the system.

- b. Classification and Grading. Locality rate jobs are classified and graded by the methods and standards described in FPM Chapter 532, and FPM Supplement 532-1.
- c. Pay Schedules. Normally separate pay-rate schedules are provided for nonsupervisory jobs, leaders, supervisory jobs, and certain speciality occupations such as printing and lithographic jobs.

4. Federal Executive Salary Schedule

Chapter 53, Subchapter II, Title 5, U.S.C., contains the "Federal Executive Salary Schedule," consisting of five salary levels and an annual rate of basic pay for each level. NRC positions now designated to these levels are shown below:

<u>Level</u>	<u>NRC Position Included</u>	<u>Energy Reorganization Act, as Amended</u>	<u>U.S. Code Citation</u>
I	None		
II	Chairman, Nuclear Regulatory Commission	PL 93-438	5 U.S.C. 5313
III	Members, Nuclear Regulatory Commission	PL 93-438	5 U.S.C. 5314
IV	Executive Director for Operations*	PL 93-438	5 U.S.C. 5315
IV	Director, Nuclear Reactor Regulation*	PL 93-438	5 U.S.C. 5315
IV	Director, Nuclear Material Safety and Safeguards*	PL 93-438	5 U.S.C. 5315
IV	Director, Nuclear Regulatory Research*	PL 93-438	5 U.S.C. 5315
V	General Counsel, Nuclear Regulatory Commission*	PL 93-438	5 U.S.C. 5316
V	Five additional officers at Executive Level V to be determined at the discretion of NRC	PL 93-438	5 U.S.C. 5316

*On the date of publication of this appendix, this position is included within the Senior Executive Service (SES) and, also, continues to be a part of 5 U.S. Code 5315 or 5316, as appropriate. The Civil Service Reform Act of 1978 overlaid the SES upon this position; however, the Congress obligated itself to review the continuation of the SES within 5 years from its effective date.

5. Pay of Administrative Law Judges

Administrative Law Judges appointed under 5 U.S.C. 3105 are the only NRC employees who are in positions subject to Chapter 51 of Title 5, U.S.C. Consequently, such Administrative Law Judges shall be paid in appropriate GS grades pursuant to 5 CFR, Part 930, Subpart B rather than this appendix.

B. SALARY SCHEDULES WITHOUT GRADES

The NRC has exercised its authority under Section 161.d. of the Atomic Energy Act of 1954, as amended (as continued by the Energy Reorganization Act of 1974, as amended) to except itself from the Classification Act of 1949 (Chapter 51, 5 U.S.C.) with regard to the classification and pay of its employees whose positions would otherwise be covered by Chapter 51. The NRC has deemed it necessary and prudent to utilize that authority in certain ways to attract and retain the highly qualified personnel required to carry out the Agency's missions, programs and projects.

1. Professional College Recruitment Schedules

Consistent with its statutory authority, NRC establishes, when necessary, salary rates for the recruitment of college and university graduates to meet the demands of the market place in order to attract the high-quality candidates that are deemed necessary to staff entry-level professional positions in the Agency. As required, the Director, Division of Organization and Personnel, issues appropriate salary schedules for professional recruits from the recent graduates of our Nation's colleges and universities. These schedules are issued, when required, as bulletins under this appendix.

2. Scientific and Technical Pay Authority

When the Congress permitted the NRC to continue to use the authority in Section 161.d. of the Atomic Energy Act of 1954, as amended, to except its positions from the civil service laws, it also provided the NRC with the latitude and discretion to fix the pay of scientific and technical personnel, limited only to the highest rate of pay payable to a GS-18 position under the General Schedule of the Classification Act of 1949, as amended.

Thus, when NRC deems it necessary, scientific and technical personnel may be paid any rate of pay up to the level then currently payable to a GS-18 position under the General Schedule. This is often referred to as NRC's "scientific and technical pay authority." This authority may be, and has been, used to establish special salaries for groups of or individual scientific and technical positions. See also Part V below.

C. APPLYING BASIC RATES TO EMPLOYEES

1. Pay Computation Rules

Except as provided in 2., below, the following pay computation rules apply:

- a. the basic per annum rate for an NRC full-time employee is considered as payment for employment during 26 pay periods (see b. below), each consisting of 80 hours of regularly scheduled work.
- b. such employee is paid at 2-week intervals for a pay period which consists of 2 consecutive administrative workweeks.
- c. the basic hourly rate is 1/2087th of the annual rate. If any fraction of a cent results, this is adjusted to the nearest cent, counting one-half cent and over as a whole cent.
- d. the basic biweekly rate is derived by multiplying the hourly rate by 80 (or by the number of hours worked during the pay period, if a part time or intermittent ("W.A.E.") employee).
- e. the current Office of Personnel Management Salary Table is used for information on basic hourly or biweekly rates (as well as premium pay rates for overtime, night, and Sunday and holiday pay) for employees in GG grades or equivalent rates.

2. Pay of Commission Members

The Chairman and Commissioners of the Nuclear Regulatory Commission, whose per annum rates are specified in 5 U.S.C. 5313 and 5314, are exempt from 5 U.S.C. 5504 as "Heads of an Executive Agency." Hence, they are subject to 5 U.S.C. 5505, which states that their pay period covers 1 calendar month and prescribes special rules for division of time and computation of pay on a monthly and fractional monthly basis. (C.G. Decision B-163376 of March 8, 1968.) Pay for a Commissioner commences on the date he/she is sworn into office irrespective of the reporting date for work.

3. Pay of Consultants, Advisers, Experts, and Members of Boards and Committees. See NRC 4139, "Utilization of Consultants and Members."

4. Pay of Locality Rate Employees

NRC locality rate employees, by administrative determination, also are paid at 2-week intervals for a pay period which consists of 2 consecutive administrative workweeks. Where an annual rate is contained in a locality rate schedule, as for certain supervisory employees, hourly and biweekly rates are derived as in 1., above.

D. LIMITS ON GROSS PAY

1. Statutory Limitation on Premium Pay. See NRC 4136.
2. Limitation on Pay from More Than One Civilian Office or Position. See FPM Supplement 990-2, Book 550.
3. Limitation on Pay in Case of Reemployment of Retired Federal Employees. See FPM Supplement 831-1.
4. Limitation on Retired or Retirement Pay of Retired Officers of the Uniformed Services in Federal Civilian Employment.

See FPM Supplement 990-2, Book 550. (In general, under the Dual Compensation Act, 78 Stat. 494, such retired officer is entitled to the full Federal civilian salary, and his/her retired or retirement pay is reduced to an annual amount computed by the responsible military pay center in accordance with the instructions contained in Title 5 of the United States Code.)

E. MINIMUM SALARY OR WAGE RATES

The Fair Labor Standards Act, as amended (see 5 CFR Part 551) requires that all nonexempt employees be paid at or above a prescribed minimum rate. This includes all nonexempt locality rate, graded, and Administratively Determined nongraded employees. Criteria for determining "exempt" or "nonexempt" status are provided in NRC 4136.

The Fair Labor Standards Act requirements are applicable in the 50 States, the District of Columbia, Puerto Rico, the Virgin Islands, Outer Continental Shelf Lands (Chapter 345, 67 Stat 462), American Samoa, Guam, Wake Island, Eniwetok Atoll, Kwajalein Atoll, Johnston Island, and the Canal Zone.

PART IIISETTING RATES IN PERSONNEL ACTIONSA. APPOINTMENTS1. New to Federal Service

a. An appointment of a person new to Federal service to a position in the NRC (GG or locality rate) shall be made at the minimum step rate of the appropriate grade in the schedule applicable to the position being filled, except where a higher rate may be justifiable under G. below, or in accordance with b., c., and d. immediately below.

b. Under its scientific and technical pay authority arising from Sec. 161.d of the Atomic Energy Act of 1954, as amended, the NRC may appoint personnel to scientific and technical positions at individually determined rates of pay not to exceed the maximum rate payable to a GS-18 position under the General Salary Schedule. (Known as "AD" and "S&T" rates - see G. and Part V below.)

c. Rates of pay for recent college and university graduates may be established periodically to coincide with the Agency's college recruitment program for entry-level professional positions. (See Part II, B.1. above)

d. Pay schedules are also established from time to time for special employment programs, such as cooperative work-study arrangements with colleges and universities, summer youth employment, and stay-in-school work. Pay rates for these programs are established and revised as required via bulletins to this appendix.

2. From Another Federal Agency

a. Except as provided in b., below (the "highest previous rate rule"), when an employee is appointed by transfer from another Federal agency without a break in service, the initial NRC pay rate shall be determined as follows:

- (1) Except as in (5) below, in a transfer at the same GG or locality rate grade, the employee shall receive the step rate payable in NRC for the step of the grade held by the employee in the former agency.

- (2) Except as in (5) below, in a promotion to a position at a higher grade than previously held, (see B. below for definition of "promotion"), the rate in the higher grade will be determined in accordance with B.2. below.
- (3) Except as in (5) and (6) below, in a change to a lower grade than that previously held (see C. below for definition of "change to lower grade"), the rate in the lower grade will be that scheduled step rate which is equal to or next higher than the rate held previously by the employee in the higher grade; or the maximum scheduled rate in the NRC position if there is no scheduled rate which meets the above requirement.
- (4) Except as in (5) and (6) below, when an employee is appointed to a position in NRC from a GM (Merit Pay) position under the Federal Merit Pay System in another agency, the NRC salary shall be set as follows:
 - (a) When appointed in NRC at the same or lower grade as that held in the former agency, the step rate in the applicable NRC salary schedule shall be selected which is closest to the employee's current rate under Merit Pay that does not result in a loss of pay; usually this will be the step rate in NRC immediately above the rate being paid to the employee in the former agency. If the rate being paid to the employee in the former agency is identical to a step rate in the grade to which the employee is appointed in NRC, that step rate shall be selected in NRC. In a change to lower grade appointment, if the rate being paid in the former agency exceeds the rate range of the lower grade, the top step of the lower grade shall be selected.
 - (b) When appointed in NRC to a higher grade, the appointee's new pay rate in the higher grade shall be computed as follows:

The starting point shall be a theoretical calculation of what the person would have been making in NRC had he/she been at a step rate of the grade from which appointed in the applicable NRC salary schedule. That calculation shall be made as described in (a) immediately above. Then, the new salary for the higher grade in NRC shall be established based on the "two-step increase" principle used for GG promotions as described in B.2 below.

(5) An employee transferring to an NRC position who has been under grade or pay retention in his/her immediately previous position shall be entitled to continue such grade or pay retention, as applicable, in accordance with Part VI below. However, note that such an employee is not entitled to priority consideration for repromotion - see Part VI, C.6. below.

(6) An employee transferring to an NRC position at a lower grade than his/her immediately previous position who presents evidence acceptable to the NRC that he/she would be reduced in grade or separated due to reduction-in-force action if he/she remained in the losing agency may be granted grade and/or pay retention, as applicable, in accordance with Part VI below if the approving official and the personnel specialist determine that this would be in the best interest of the NRC. Note that such an employee is not entitled to priority consideration for repromotion - see Part VI, C.6. below.

b. "Highest Previous Rate Rule"

However, in any case described above, the employee may be paid at any step rate for the grade of the new position which does not exceed the employee's highest previous rate, as determined in (3) below. In situations not addressed fully herein, it is the intent of NRC to determine the employee's highest previous rate by following the guidance contained in FPM Supplement 990-2, Book 531, unless following the FPM would conflict with a stated NRC policy or procedure, in which case the NRC policies and procedures prevail. If the highest previous rate falls between two step rates in the grade for the new position, the employee to whom the highest previous rate rule is being applied will normally be given the higher step rate. In no case will an employee be paid less than the minimum step rate for the grade of the position.

(1) Normally, the highest previous rate should be considered instead of following the rules in a. above only where (a) the work and conduct record of the individual concerned is entirely satisfactory and (b) the training and experience gained at the highest previous pay rate can be anticipated to make a substantial contribution in the performance of the duties of the new position. Thus, after a long absence from work (such as over 2 years in professional or related fields of work or over 10 years in clerical work), or where recent related experience is lacking, or if a new type of work is to be done, the highest previous rate should not normally be applied.

(2) Whenever an appointee is granted a step rate by application of the "highest previous rate rule," notation must be made on the Notification of Personnel Action (SF-50)

in accordance with FPM Supplement 296-33, stating that the highest previous rate is the basis for selecting the rate.

(3) An employee's highest previous rate is determined as follows:

(a) Except as in (b) below, the rate shall be one paid the employee while under an appointment not limited to 90 calendar days or less, or while employed with a regular prearranged tour of duty over a period of at least 90 calendar days, or while employed without a regular prearranged tour of duty on at least 64 calendar days in pay status over a period of at least 90 calendar days.

(b) The rate shall not be based on a rate:

1. paid while serving as an expert, advisor, or consultant, under 5 U.S.C. 3109; or
2. resulting from a temporary promotion of less than 90 calendar days duration.

(c) If the highest previous rate was earned in a position subject to the same type of schedule by subsequent amendments of that as the NRC position, it is increased by subsequent amendments of that schedule. EXAMPLE: Employee who was transferring to NRC on June 13, 1982, had been a GS-8/1 in 1963 (then \$6080 per annum). The rate in effect for GG-8/1 (NRC's GG schedule is equivalent to the GS schedule) as of June 13, 1982, was \$17,634, which was thus the current value of the employee's highest previous rate.

(d) If the highest previous rate was earned in a position subject to another type of schedule than the NRC position (including a special schedule), an equivalent rate is first selected by comparing the actual rate earned at the time of service with the rates in the schedule to which the NRC position is subject which was in effect as of the last date of the employee's service in that position.

1. When the actual rate is the same as a rate in the schedule to which the NRC position is subject, that rate is the equivalent rate.
2. When the actual rate is the same as a rate which occurs in more than one grade under the schedule to which the NRC position is subject,

the rate which is greater when converted under (e) below is the equivalent rate.

3 When the actual rate falls between two rates in the schedule to which the NRC position is subject, the higher rate is the equivalent rate.

4 When the actual rate falls between two rates in more than one grade in the schedule to which the NRC position is subject, the rate which is greater when converted under (e) below is the equivalent rate.

(e) The rate determined under (d) above is converted to the equivalent rate under the currently effective schedule to which the NRC position is subject, and that rate is the employee's highest previous rate.

(f) Examples of Highest Previous Rate Determinations:

1 Employee who separated from Federal service in March 1963 as Foreign Service Officer, Class 8, \$6095 per annum, was appointed to a GG position in NRC in June 1982. In the GS schedule (equivalent to the current GG schedule) in effect in the AEC (NRC's predecessor agency) during March 1963, the annual rate of \$6095 appeared only once, as the rate for GS-7, step 4. The value of GG-7, step 4, in the GG schedule in effect during June 1982, was \$17,515. This was therefore the employee's highest previous rate.

2 Employee who separated from Federal service in March 1963 as a postal field service employee, PFS-4, step 5, \$5205 per annum, was appointed to a GG position in NRC in June 1982. In the GS schedule in effect in the AEC during March 1963, the annual rate of \$5205 appeared twice: as the rates for GS-5, step 5, and GS-6, step 2. The value of GS-5, step 5, in the GG schedule in effect during June 1982, was \$14,566; the value of GS-6, step 2, in that schedule was \$14,806. Since \$14,806 was higher, this was the employee's highest previous rate.

3 Employee was appointed by transfer to a GG position in the NRC in December 1982, from a locality rate position in another Federal agency at WG-4, step 3, \$7.46 per hour. The equivalent annual rate for \$7.46 per hour is \$15,517. This rate was between steps 9 and 10 for GG-4 in effect during December 1982, between steps

5 and 6 for GG-5, and between steps 2 and 3 for GG-6. As GG-6, step 3, \$15,895 was higher than either GG-4, step 10 (\$15,531) or GG-5, step 6 (\$15,599), \$15,895 was the employee's highest previous rate.

(g) The employee's highest previous rate may have been attained in a position in any branch of the Federal government (executive, legislative, or judicial), or in a mixed government ownership corporation (such as one in which there is Federal-State or Federal-County financing and operation). In regard to former service in the legislative branch, the highest previous rate rule may be applied to a Member of the Senate or House of Representatives or an employee whose pay was disbursed by the Secretary of either House, but only where, in either case, the Member or employee has completed 2 or more years of service.

3. Following a Period of Separation from Federal Service

When a person is appointed following a period of separation from Federal service with either the NRC or another Federal agency, the employee may be paid at the first step of the grade or at any step of the grade up to and including the highest previous rate as determined in accordance with 2.b. above. (Note that nonworkdays falling between otherwise continuous periods of service are not considered as interrupting such service. (45 C.G. 345).)

4. Effective Date of Appointment. When the appointee enters on duty on a Monday, or on a Tuesday when the preceeding Monday was a legal Federal holiday (or day observed by Federal employees in lieu of a legal Federal holiday), the effective date of the appointment shall normally be the preceeding Sunday, provided the appointee had accepted the appointment prior to the Sunday. (Note that in cases when the Monday is a holiday (or day observed in lieu of a holiday), when the appointee had accepted the appointment prior to the Sunday, and when the appointment was made effective Sunday, the appointee who enters on duty on the Tuesday is entitled to pay for the Monday holiday (45 C.G. 660).)

B. PROMOTIONS

1. **Definition:** The official change of an employee from one grade level to a higher grade level in the same pay system, or to a position with a higher representative rate under a different pay system.
2. With the exception of employees receiving retained pay under Part VI below (see 5. below) and application of the "highest previous rate rule" (see 3. below), an employee promoted permanently or temporarily from one GG grade to a higher GG grade receives

the lowest step rate in the higher grade that exceeds the employee's step rate in the lower grade by not less than an amount equal to two step increases in the lower grade. An employee promoted permanently or temporarily from one locality rate grade to a higher locality rate grade; or from a GG position to a locality rate position with a higher representative rate; or from a locality rate position to a GG position with a higher representative rate, receives the lowest step rate in the higher grade (not to exceed the top step of the higher grade) which exceeds the employee's step rate in the lower grade by at least four percent of the representative rate of the grade from which promoted. When the promotion is to a position in a different wage area, the employee's pay entitlement shall be determined as if there were two pay actions - a promotion and a re-assignment - and they shall be processed in the order which gives the employee the maximum benefit.

3. The employee may be eligible for a higher rate by reason of application of the "highest previous rate rule" (see A.2.b., above).

4. Time-in-grade requirements for promotion are set forth in Appendix 4108; Part VI.

5. When an NRC employee who is receiving a retained rate of pay under Part VI below is promoted, the employee is entitled to the higher of:

a. basic pay at a rate two steps above the rate the employee would have been receiving if Part VI below were not applicable to him/her; or

b. his or her existing rate of basic pay.

6. Upon termination of a temporary promotion, the employee concerned will be placed at the step rate in the grade from which temporarily promoted that would have been applicable if the temporary promotion had never taken place - see also Part IV, B.8. below. (See NRC Appendix 4108 for regulations governing making and terminating temporary promotions.)

C. CHANGES TO LOWER GRADE

1. Definition: The official change of an employee from one grade level to a lower grade level in the same pay system, or to a position with a lower representative rate under a different pay system.

2. Involuntary Changes to Lower Grade - When Eligible for Grade and/or Pay Retention

See Part VI for regulations concerning Grade and Pay Retention.

3. Involuntary Changes to Lower Grade - When Not Eligible for Grade and/or Pay Retention

When an employee's change to lower grade is a consequence of performance or conduct deficiencies; or upon the consent of the employee to a demotion in lieu of action for such causes, the employee's pay rate in the lower position may be established at the first step of the grade, or at any step of the grade up to and including the step for which the employee is eligible by reason of application of the "highest previous rate rule" (see A.2.b., above); and a new step increase waiting period shall begin on the effective date of the action.

4. Voluntary Changes to Lower Grade

a. Except as in 3. above and b. and c. below, when an employee requests a change to lower grade, or is changed to a lower grade for his/her personal convenience, the employee's pay rate in the lower position may be established at the first step of the grade, or at any step of the grade up to and including the step for which the employee is eligible by reason of application of the "highest previous rate rule" (see A.2.b., above); and this action does not provide an equivalent increase nor start a new waiting period for regular within-grade increases in the lower grade.

b. Except as in c. below, when an employee requests a change to lower grade with the prospect of repromotion back to the former grade within 6 months (e.g., a demotion to acquire experience in a new line of work), the employee shall be placed in a rate no higher than that rate in the lower grade which, upon promotion back, will place the employee in the rate in the higher grade which he/she would have attained had he/she remained in that grade.

c. See Part VI, C.1.c. below for regulations concerning applicability of grade and/or pay retention in voluntary changes to lower grade.

5. See B.6. above for regulations concerning change to lower grade upon termination of temporary promotion.

D. REASSIGNMENTS

1. Definition: The official change of an employee from one position to another position at the same grade in the same pay system, or to a position with the same representative rate under a different pay system.

2. Except as in 3. below or by application of the "highest previous rate rule" (see 5. below), when an employee is reassigned from one position to another position in the same type of grade and salary schedule, the employee's step in the grade shall remain the same.

If the salary schedule for the new position is a special schedule with higher rates than the schedule for the employee's former position, but both are in the same type of schedule (e.g. both are GG), the resultant increase in pay is not considered an equivalent increase nor does it start a new waiting period. (See 3. below for procedures governing reassignment to positions to which a schedule with lower rates applies.)

3. When an employee is reassigned from a position to which a special schedule applies to a position to which a schedule of the same type but with lower rates applies:

a. If the change is considered to be for the best interests of the NRC rather than at the employee's request, and is not due to the employee's conduct or performance deficiencies, the employee's step rate shall be determined as follows:

(1) If the employee's basic rate in the special schedule is equal to a rate in the grade for the new position, that step rate will be selected.

(2) If the employee's basic rate in the special schedule falls between two steps in the grade for the new position, the higher step rate shall be selected.

(3) If the employee's basic rate exceeds the maximum step rate in the grade for the new position, the employee shall be entitled to the retained pay entitlements listed in Part VI.

b. If the change is solely at the employee's request or for the employee's personal convenience, the employee shall keep the step number in the grade and be reduced in pay. (The circumstances permitting such a change should be recorded in writing, signed by the employee and filed on the left hand side of the employee's OPF.)

c. If the change is due to the employee's conduct or performance deficiencies, the employee's pay rate in the new position may be established in accordance with either a.(1) and (2) or b. above, or at any step in the new position which falls between the steps arrived at using a.(1) and (2) and b. above. (However, note that if the employee's pay is thus reduced, the procedures in NRC 4151 governing performance deficiencies, NRC 4171 governing conduct and combined conduct/performance deficiencies, or the collective bargaining agreement, as appropriate, must be followed.)

4. Except by application of the "highest previous rate rule" (see 5. below), when an employee is reassigned between positions in different types of salary schedules (e.g., WG to GG), or from a position paid at an AD rate, or from an ungraded position to a graded position, his/her salary shall be the lowest step in the new position

which is equal to or greater than his/her current position. However, if the employee's salary is above the maximum step of the new position, the employee may be entitled to retained pay under Part VI below.

5. The employee may be eligible for a higher rate by application of the "highest previous rate rule" (see A.2.b. above).

E. SIMULTANEOUS ACTIONS

When an employee becomes entitled to more than one salary change at the same time, the changes will be processed in the order which gives the employee the maximum benefit.

F. RATE ADJUSTMENT FOR GG SUPERVISORS OF LOCALITY RATE EMPLOYEES

1. An employee in a GG position who regularly has continuing responsibility for direct supervision of one or more locality rate employees (including supervisors) may be paid at the step rate (up to the maximum step of the grade) which exceeds the highest basic rate being paid to any such locality rate employee. Only the basic pay (excluding premium pay) of regular full-time locality rate employees may be used as the basis for the setting of the supervisor's step rate.
2. When a GG supervisor receives a cost-of-living allowance and/or a post differential (based on hardship), and the supervised locality rate employees do not receive a separately stated cost-of-living allowance and/or post differential, the supervisor's cost-of-living allowance and/or post differential will be added to the basic rate and the total used for any pay adjustment allowed under 1. immediately above.

G. EXCEPTIONS TO PRESCRIBED PAY PROCEDURES

1. Scope

- a. A new appointment (that is, a first appointment to Federal service) (GG or locality rate) may be made at a step rate of the appropriate grade higher than the minimum step rate as an exception to the pay procedures in this Part when it is determined to be in the best interest of NRC and approved in accordance with the following procedures.
- b. A new appointment to a graded or ungraded "scientific or technical" NRC position may be made at a rate other than a scheduled step rate (an "Administratively Determined," or "AD" rate if within the GG-1-15 range; a "Scientific and Technical," or "S&T" rate if within the GG-16-18 range) up to the highest rate payable to Grade 18 of the current General Schedule under 5 U.S.C. 5332. Such action is taken as an exception to the pay procedures in this Part under NRC's "scientific

and technical pay authority" (see 4130-0424), and approved in accordance with the following procedures.

- c. A new appointment to a graded nontechnical GG-1-15 position may be made at a rate other than a scheduled step rate, provided that the rate falls between the lowest and the highest steps of the position. Such an unscheduled rate is also an "AD" rate, and is approved in accordance with the following procedures.
- d. The salary of an NRC employee being changed from one type of appointment to another (e.g. conversion from an NRC Regular (E) to an NRC Limited (E) appointment) may be set in accordance with a., b., or c. above as an exception to the pay procedures in this Part when it is determined to be in the best interest of the NRC and approved in accordance with the following procedures.
- e. Note that exceptions to the general rule regarding time limits in promotion actions are provided for in Appendix 4108, Part VI.

2. Conditions

- a. The exception must be within the scope of NRC's authority to fix the pay of employees, as contained in Section 161.d. of the Atomic Energy Act of 1954, as amended, and not in violation of other pay provisions applicable to NRC employees, such as those referenced in Part II.D., "Limits on Gross Pay."

A request for an exception shall be made only after considering operating needs and alternative procedures.

- c. Prior consideration shall be given to the possible impact on other employees and the possible effect in future personnel actions affecting the employee concerned.
- d. Exceptions to prescribed pay procedures shall be approved only to relieve inequities that would result in special circumstances from application of the normal salary procedures in NRC Chapter 4130 and this Appendix. An exception will not be approved if intended primarily to recompense an employee for a loss of premium pay as a result of a change in either position or work schedule; or if intended to persuade a Federal employee to accept a lateral transfer.

3. Procedures

- a. New Appointments. It is the selecting official's responsibility to justify a request that an employment offer be made at a higher step than step 1 of the grade, or at a rate other than a scheduled step rate, as an exception to the pay procedures in this Part. The selecting official shall prepare a written

f. The salary of an NRC employee may be adjusted by the Director, O&P, to at least equal the minimum salary of an OPM special salary schedule for that series, grade and location in the competitive service.

justification and forward it through the Director, Division of Organization and Personnel, to the appropriate approving official. The written request shall include justification that fully addresses the following points:

- (1) The scope and intensity of the search for qualified candidates.
- (2) Evidence that the candidate to whom the selecting official requests an offer be made possesses:
 - (a) especially applicable qualifications in comparison to other currently certifiable, available candidates, such as outstanding experience which is uniquely adapted to the position; and/or
 - (b) outstanding attainments recognized by leaders and experts in the field of work of the new position.
- (3) Evidence that the candidate would incur a loss of currently earned income if step 1 were offered.
 - (a) That evidence may include:
 - 1 such information as is available to indicate that the candidate will not accept step 1 of the appropriate grade of the position.
 - 2 the candidate's current salary.
 - 3 bonuses the candidate has received over a period of 3 or more years (to be averaged in the NRC's consideration of their value).
 - 4 comparison of private fringe benefit programs (including the regular use of a company car for personal use) to the Federal fringe benefits package of leave, holiday pay, life insurance, health insurance, retirement, bonuses, and awards.
 - 5 additional income from consulting or other services permitted by the current employer to be performed away from the job during normal working hours, and which would be lost if the applicant accepted employment with the NRC.
 - 6 additional income currently being received from other outside employment performed outside currently normal working hours only when the work cannot be performed if the candidate becomes an NRC employee.

- 7 the average annual value over 3 years or more of stock options offered and accepted from the current employer.

(b) Evidence in (3) may not include consideration of:

- 1 additional pay previously or currently received for exposure to work hazards, hardships, inconveniences, or danger, because the NRC job evaluation system (Appendix 4130-A) includes such considerations under its "Working Conditions" and "Effort" evaluation factors. Thus, military pay for flight or submarine duty is not an appropriate pay consideration in NRC unless the basis for the added military pay can be shown to have a direct and immediate relationship to the specific position for which the candidate is to be hired.
- 2 tax differentials between geographic locations.
- 3 overtime pay in the current position.
- 4 anticipated cost-of-living adjustments in the current position.
- 5 remote work site allowances in the current position.
- 6 unreimbursed costs associated with moving the employee's residence, because, if granted, such would be the equivalent of paying for what is not authorized in law.

(4) Competing offers of employment if applicable. Best evidence is written, signed offers from competing employers. If a written offer is not available, other verifiable forms may be accepted.

(5) The expected effect, if any, that the requested exception would have on current employees' morale if and when they became aware of this special salary treatment.

- b. Current Employees. (See also Part V, 3., for procedures governing Supergrade Equivalent Scientific and Technical (S&T) positions.) It is the supervisor's responsibility to justify placing an employee in an S&T or an Administratively Determined (AD) position, setting an employee's rate at an S&T or AD rate, or changing that rate, as an exception to the pay procedures in this Part. The supervisor shall prepare a written justification and forward it through the Director, Division of Organization and Personnel, to the appropriate approving official. The justification shall fully explain how the

request meets the conditions set forth in 2. above, and how granting it would be in the best interests of the NRC.

- c. The SF-50 documenting any personnel action at a rate which is an exception to prescribed pay procedures under these provisions shall cite in the remarks section, "The exception to pay procedure was approved by (title of approving official), (date) in accordance with (cite specific section) of Appendix 4130-C, and supporting documentation from (Title of selecting official)." The supporting documentation shall be filed on the right hand side of the employee's official personnel folder along with the SF-50. In cases where the assigned rate is other than a scheduled step rate, the position shall be documented as follows:

- (1) For a graded position, the grade shall be shown in Block 30 on the SF-50, but the step shall be shown in Block 31 as "00."
- (2) For ungraded positions paid in the GG-1-15 range, the grade (Block 30) shall be shown as "AD," and the step (Block 31) as "00."
- (3) For ungraded positions paid in the GG-16-18 range, the grade (Block 30) shall be shown as "SR," and the step (Block 31) as "00." ("SR" is used rather than "ST" because, under OPM's coding system in FPM Supplement 292-1, "ST" applies only to positions filled under 5 U.S.C. 3104, which is not applicable to NRC's positions.) See also Part V for procedures governing Super-grade Equivalent Scientific and Technical (S&T) positions.

PART IV

STEP INCREASES

(Where a negotiated agreement with the employees' exclusive representative conflicts with the provisions of this Part, the negotiated agreement shall govern for bargaining unit employees.)

A. BASIC CONCEPTS

1. It is the policy of NRC to provide step increases to compensate an employee for performance at "an acceptable level of competence" and for "high quality" periods of performance above that normally expected in accordance with requirements specified below. The step increase concept is also used to compute the new pay rate in promotion actions and exceptions to prescribed pay procedures (see Part III of this Appendix).
2. Because of the variety of entitlements which has led to each employee's present step rate, there is no necessary relationship between an employee's step rate within a grade and the level of responsibility and difficulty of that employee's position relative to others in that grade. For example, an employee paid at the second step rate in a GG-13 position is not necessarily performing at a more difficult or responsible level than an employee at the first step rate in a GG-13 position.
3. The value of a step increase varies with pay schedule and grade. In the General Salary Schedule, each step increase is normally worth 3 1/3% of the minimum step rate for the grade.

- B. REGULAR STEP INCREASES FOR GENERAL AND SPECIAL SCHEDULE EMPLOYEES. (See collective bargaining agreement with the employees' exclusive representative for bargaining unit employees.) The NRC is not covered by 5 U.S.C. 5331 et seq. or by Office of Personnel Management rules and regulations pertaining to within-grade increases and quality step increases. However, NRC parallels certain requirements and entitlements concerning within-grade increases as set forth in the Federal Personnel Manual (FPM) for GS employees. Therefore, guidance contained in FPM Chapter 531 and FPM Supplement 990-2, Book 531, may be used for further reference unless that guidance specifically conflicts with a stated NRC policy or procedure, in which case the NRC policies and procedures prevail.

NRC employees at less than step 10 of their current grade shall normally earn a within-grade increase by meeting these four requirements:

- The employee's most recent rating of record must be at an acceptable level of competence, e.g., at least Fully Successful;

- The employee must have completed the required waiting period for advancement to the next higher step of the grade;
- The employee must not have received an equivalent increase during the waiting period; and
- There is a determination of satisfactory conduct during the waiting period.

Specific guidance and procedures relating to within-grade increases follow:

1. Basic Conditions

Each GG employee with an NRC Regular (Excepted), NRC Regular (Excepted) (Conditional), NRC Limited (Excepted), NRC Temporary (Excepted), NRC Noncareer (Excepted), or NRC Professional Term appointment (see Appendix 4108 for definitions of types of appointments), who is being paid at a rate in a numbered step below the maximum step for the grade of the position, will be considered for regular step increases to become effective at the beginning of the next pay period following satisfaction of the following conditions:

- a. For full-time employees, and for part-time employees with a prearranged, regularly scheduled tour of duty, completion of the following number of calendar weeks of creditable service, since the date of last equivalent increase, with proper certification of an acceptable level of competence, is required for advancement to the step rate specified:

<u>Required Period of Creditable Service - Number of Calendar Weeks</u>	<u>For Advancement to Step Rates</u>
52	2, 3, or 4
104	5, 6, or 7
156	8, 9, or 10

- b. For intermittent ("WAE," when actually employed) employees (with no prearranged, regularly scheduled tour of duty), completion of the following number of days in pay status during a period of not less than the specified number of calendar weeks of creditable service, since the date of last equivalent increase, with proper certification of an acceptable level of competence, is required for consideration for advancement to the specified numbered step rate:

<u>Required Period of Creditable Service - Days in Pay Status</u>	<u>Minimum Number of Calendar Weeks</u>	<u>For Advancement to Step Rates</u>
260	52	2, 3, or 4
520	104	5, 6, or 7
780	156	8, 9, or 10

2. Beginning of Period of Creditable Service

The period of creditable service for a regular step increase begins upon initial appointment in the Federal service, or upon appointment after a break in service or time in a nonpay status in excess of 52 calendar weeks, or upon receiving an equivalent increase, or upon change to lower grade under Part III, C.3, above.

3. Creditable Service

The following constitutes creditable service:

- a. Continuous paid civilian employment, regardless of type of appointment, in any branch (executive, legislative, or judicial) of the Federal government. (Nonworkdays falling between otherwise continuous periods of service are not regarded as interrupting such service. 45 Comp. Gen. 345.) This includes:
 - (1) paid leave periods other than the period over which a lump-sum leave payment is computed; or
 - (2) continuous service in a position under any NRC or other Federal Government payplan, or full-time or part-time employment as a consultant or adviser.
- b. Time in a nonpay status (including LWOP, unauthorized absences and suspensions) is creditable up to the following limits. Time in a nonpay status in excess of these limits extends the waiting period by the excess nonpay time, and must be made up by creditable service before the step increase may be granted.
 - (1) For a full-time employee, the limit of nonpay time which is creditable depends on the employee's waiting period for step increases, as follows:

<u>Waiting period in Calendar Weeks for Employee's Step</u>	<u>Permitted Creditable Limit in Nonpay Time</u>
52	80 hours
104	160 hours
156	240 hours

- (2) For a part-time employee with a prearranged, regularly scheduled tour of duty, the table in (1) above may be used to determine the limit of nonpay time which is creditable by multiplying the limits above by the fraction representing the part of a workweek the employee is scheduled to work. (For example, for a "half-time" employee (one with a regularly scheduled 20-hour workweek), up to 40 hours in nonpay status (one-half of 80) is creditable for advancement in step rate if the employee is in a step requiring a 52-week waiting period.)
- (3) Time in a nonpay status has no significance in this regard for intermittent ("W.A.E.") employees, as these have no prearranged, regularly scheduled tour of duty and are paid only for actual time worked.
- c. Paid civilian employment prior to a single nonpay period, including separation, provided such single nonpay period was 52 scheduled workweeks or less.
- d. Service with the Armed Forces when an employee leaves a civilian position to enter the military service, and (1) is reemployed not later than 52 workweeks after separation from active military duty; or (2) is restored to the civilian position after separation from active military duty or hospitalization continuing thereafter as provided by law. (See NRC 4116, "Military Duty: Restoration and Other Actions.")
- e. Service in essential nongovernmental civilian employment in the public interest during a period of war or national emergency if it interrupts otherwise creditable service.
- f. Leave of absence granted an employee while receiving benefits under the Federal Employee's Compensation Act.
- g. Service from the date of an employee's separation from Federal civilian employment with reemployment rights granted by law, Executive Order, or regulation to the date of return to duty in the Federal service through the exercise of those rights.
- h. The period of leave without pay during an employee's assignment with a state or local government or institution of higher education under sections 3371 - 3376 of Title 5, United States Code (the Intergovernmental Personnel Act).

4. Exclusion From Creditable Service

Creditable service does not include time spent in overtime work or the period of time covered by a lump-sum payment or during which a former employee receives severance pay.

5. Equivalent Increases in Pay

- a. The following types of increases are considered equivalent increases if equal to or greater than the difference between the employee's current rate of basic pay and the next higher step rate of the employee's current grade in which the employee is serving or has served during the waiting period under consideration:
- (1) Except as in b. (3) below, an increase resulting from a promotion or appointment by transfer from another Federal agency to a higher grade position in NRC.
 - (2) An increase granted by the Executive Director for Operations or the Director, Office of Administration, under authority to approve exceptions to salary practices, unless the exception action itself specifies the contrary.
 - (3) An increase in step rate granted to GG supervisors of locality rate employees so as to provide a supervisory differential (see Part III.G, above).
 - (4) Unless specifically excepted by the applicable NRC Bulletin, periodic increases established as a part of a formal system of pay increments for employees hired under the NRC Intern Program or other periodic increases in a formal salary system for entry level or developmental positions.
- b. The following types of increases are not considered equivalent increases even where the amount of the increase equals or exceeds the value of a step increase in any grade in which the employee is serving, or has served:
- (1) An increase in basic rates approved within NRC for its General Salary Schedule, a special salary schedule, or a locality rate schedule.
 - (2) A statutory pay adjustment, (such as the "comparability increase"), including an increase in the statutory pay limitation, or "pay cap." However, even if the statutory pay increase for Performance Management and Recognition System (PMRS) employees, formally Merit Pay employees established by OPM in a given year is one-half the average GS increase, the NRC excludes the entire amount of the annual comparability increase from consideration as an equivalent increase for (PMRS) employees. For example, if the statutory pay adjustment for GS employees in October 1985 is 4 percent, and OPM establishes the increase for GM employees that year at 2 percent; if a GM employee later moves into a GG position in the NRC, that portion of his/her October 1985 increase which represents 4 percent of his/her salary just before the increase is not

considered in determining whether he/she received an equivalent increase. (Any increase which he/she received in excess of the 4 percent is considered.) Note that this regulation differs from competitive service practice in this area.

- (3) A repromotion (or appointment by transfer from another Federal agency) to a grade and step at or below one formerly held by the employee, unless the employee was downgraded from that grade and step for personal cause (that is, based on conduct deficiencies or unacceptable performance of the employee). EXAMPLE: An employee receives a within-grade increase (in another agency) to GS-5/8, \$17,750 per annum, on October 31, 1985. On December 12, 1985, the employee is separated by reduction-in-force. On February 6, 1986, the employee accepts an appointment in the NRC to a position at the GG-4/10 level, \$16,723 per annum. On June 12, 1986, the employee is promoted ("repromoted") to the GG-5/8 level. Because the employee had previously held the GG-5/8 step, this repromotion does not constitute an equivalent increase. This would also be true if the employee had requested the downgrade to the GG-4 level. However, if the employee had been downgraded for personal cause (for example, for unacceptable performance), the repromotion would constitute an equivalent increase. Note that this regulation also differs from competitive service practice.
- (4) An increase made for the specific purpose of correcting an error in a previous adverse action.
- (5) An increase resulting from payment of a foreign or a territorial post differential, cost-of-living allowance, or tropical differential (such as in the Canal Zone).
- (6) An increase resulting from a temporary promotion where the approximate period the promotion will be effective is specifically stated (applied when the employee returns to lower grade and former rate of pay - see also 10. below).
- (7) An increase consisting of premium pay earnings for overtime, night, Sunday, or holiday duty.
- (8) An additional step increase granted in recognition of high quality performance (high quality increase). See also C.4. below for the relationship between high quality and within-grade increases.
- (9) An increase resulting from payments of hazard pay differential for irregular or intermittent duty involving physical hardship or hazard.

- (10) An increase granted by the Chairman, Executive Director for Operations, or Director, Office of Administration, under authority to approve exceptions to pay procedures when the SF-50 contains a statement to the effect that the exception does not represent an equivalent increase for purposes of within-grade step increases.

6. Acceptable Level of Competence Determination

- a. "Acceptable level of competence (ALOC)" means "Fully Successful" performance by an employee of the duties and responsibilities of his or her position and satisfactory conduct which warrants advancement of the employee's rate of basic pay to the next higher step of the grade of his or her position.
- b. The rating of record used as the basis for an ALOC determination for a within-grade increase must be the most recent rating of record and must be at least "Fully Successful" to grant a within-grade increase. (See also f. below)
- c. Step increases shall not be granted automatically upon completion of the required period of service, except as stated in 8., below. NRC requires that before an increase can be granted a positive finding must be made that an employee warrants the higher pay when the waiting period requirement is completed.
- d. Before an employee may be granted a step increase, the supervisor (normally the immediate supervisor) must certify that, because the work has been of an acceptable level of competence and because conduct has been satisfactory, the employee warrants pay at the next higher step rate of the grade. The term "supervisor" means the employee's immediate line supervisor unless specifically stated otherwise in writing by the Office Director. (See 4130-037e.)
- e. If an employee's most recent rating of record is below Fully Successful, the employee is not performing at an acceptable level of competence. For appropriate action relating to employees rated below Fully Successful, see NRC Appendix 4151 or the collective bargaining agreement, as appropriate.
- f. When a within-grade increase decision is not consistent with the employee's most recent rating of record, a more current rating of record must be prepared. For example, when an employee who was not performing at an ALOC improves his or her performance to the Fully Successful or higher level, a current rating of record reflecting the new performance level must be prepared as a basis for granting the employee a within-grade increase. (Note: This new rating of record

may be used for all other purposes except it may not be used to determine additional service credit for reduction in force purposes.)

7. Delay In Acceptable Level of Competence Determinations

An acceptable level of competence (ALOC) determination may be delayed when the employee is the subject of an ongoing investigation for alleged misconduct which is unresolved at the end of the required waiting period.

8. Waiver of Requirement for ALOC Determination

An ALOC determination shall be waived and a within-grade increase granted when an employee has not served in any position for 120 calendar days during the final 52 calendar weeks of the required waiting period for one or more of the following reasons:

- a. periods of absence which are counted as creditable service in the computation of a waiting period or periods under B.3. above. (In particular, NRC employees who have transferred to the International Atomic Energy Agency (IAEA), or other "public international agencies," or under Intergovernmental Personnel Act assignments, with reemployment rights to NRC will be processed for step increases without the required determination so that proper deductions required by law may be made from basic pay for life insurance and retirement, if the former employee elects to retain such coverage.)
- b. periods of paid leave.
- c. when the required waiting period is completed during a period for which the employee is entitled to back pay under NRC 4156, and the employee has little or no service during that waiting period because of the unjustified or unwarranted personnel action.
- d. details to another agency or employer for which no rating has been prepared.
- e. for long-term training. In such a situation, there shall be a presumption that the employee would have performed at an ALOC had the employee performed the duties of his or her position of record for 120 calendar days.

9. Processing Regular Step Increases

- a. Approximately six pay periods before each employee will presumably have completed the period of creditable service for the next step rate in the grade, the Division of Organization and Personnel (O&P) will prepare Form NRC 714, "Notice of Within Grade Increase," (see Exhibit, page 37), by completing items 1 through 16. The partially completed Form 714 will be sent to

the appropriate office or division (or other major organizational unit) for transmittal to the employee's supervisor.

- b. Upon receipt of Form NRC 714 the supervisor shall consider the employee concerned and determine whether his/her conduct is satisfactory and whether his/her work is of an acceptable level of competence in accordance with 6. above. If the step increase is determined to be warranted, the supervisor shall sign and date the Certification in Part C of Form NRC 714 and forward the Form NRC 714 to O&P or Regional Personnel Officer (RPO) immediately after certification. If the supervisor cannot sign the Certification, the instructions in 11. below, apply for nonbargaining unit employees, and those in the bargaining agreement apply for bargaining unit employees.
- c. The appropriate Personnel Staffing Specialist (PSS) for a Headquarters Office or RPO for Regional Office shall:
 - (1) ask the payroll office to check the records of the employee for periods of unpaid absence, both excused and unexcused, during the period of service specified in items 8 and 11 of Form NRC-714;
 - (2) note findings in Part B of Form NRC-714, initial in item 17B.;
 - (3) assure that the data on the Form NRC-714 are correct and conform with other requirements set forth in Appendix 4130-C;
 - (4) process a Notification of Personnel Action (SF-50) effecting the within-grade step increase, if all requirements have been properly met; and
 - (5) when nonpay time requires the effective date to be extended, the PSS or RPO shall modify Item 11 of Form NRC-714 by inserting the proper date, and process the SF-50 effecting the within-grade step increase accordingly.
- d. Effective Date:
 - (1) With proper certification as described above, step increases shall be made effective at the beginning of the first pay period following completion of the required waiting period of creditable service. (Note that if a waiting period is completed on the first day of a pay period, the within-grade increase is not made effective until the first day of the following pay period.)
 - (2) When a step increase is delayed beyond the proper effective date solely through administrative error, unintentional delay, or oversight, the step increase shall take effect retroactively as of the date it was properly due.

- (3) If a within-grade increase is to be granted on the same effective date as an NRC general salary increase, the general salary increase will be processed first and the new salaries reflected in items 10 and 14 of the Form NRC-714.
- (4) If a within-grade step increase is to be granted on the same effective date as another personnel action involving an increase or decrease in a basic rate, such as a high quality increase, promotion, demotion, conversion to another pay schedule, administrative pay increase, or administrative pay decrease, the other personnel action and the within-grade step increase shall be processed in the order which provides the employee with the greater pay benefit. (See also Part III, E. above.)

10. Step Increases in Temporary Promotions

- a. An employee, GG or locality rate, given a temporary promotion in accordance with NRC Appendix 4108, Part VI, is entitled to consideration for step increases in the higher grade concerned. The period of creditable service for such step increases begins with the effective date of the temporary promotion, as this promotion constitutes an equivalent increase for this purpose.
- b. At the same time, the employee is also entitled for record purposes to consideration for step increases in the grade from which temporarily promoted. The period of creditable service in the lower grade begins with the date of last equivalent increase in that grade. See also Part III, B.6. above.

11. Denial of Within-Grade Increase Procedures - Nonbargaining Unit Employees (See the collective bargaining agreement for procedures governing bargaining unit employees.)

- a. When upon receipt of Form NRC 714, the supervisor determines that a step increase may not be warranted at the time the employee will complete the required period of creditable service, the supervisor shall follow the procedures below.
- b. The supervisor shall obtain the advice of the Chief, Labor Relations Branch (LRB), Division of Organization and Personnel. The supervisor shall then inform the employee in writing, as explained below, of the determination that the increase may not be warranted, and that the supervisor will make a decision whether or not to deny the increase not later than the date the employee completes the required waiting period. The written notice shall be given to the employee as far in advance of the date the employee will complete the required period of creditable service as is practicable. (When practicable, this should be done at least 60 calendar days in advance of the date the employee will complete the period of creditable service.)

This advance written notice is not appealable or grievable under an Agency or negotiated grievance or appeal procedure; and failure to provide such advance written notice shall not constitute grounds for granting a within-grade increase which would otherwise have been denied.

- (1) If the determination is based on conduct deficiencies alone, the written notice shall explain specifically in what way(s) the employee's conduct is deficient; if appropriate, how the employee may improve his/her conduct and what amount of time will be allowed to improve the conduct (this will be the period of time until the employee completes the required period of creditable service, which should be at least 60 calendar days when practicable); and if appropriate, that failure to improve the conduct will result in denial of the within-grade increase.
 - (2) If the determination is based on performance deficiencies alone, the supervisor shall follow the instructions in either (a) or (b) below depending on the level of performance:
 - (a) for Unacceptable performance, appropriate action as set forth in NRC Appendix 4151, Part II, G.9. shall be followed; or
 - (b) for Minimally Successful performance, a written notice shall be provided to the employee which explains specifically what way(s) the employee's performance is deficient, how the employee may improve his or her performance, the amount of time allowed to improve performance (at least 60 calendar days, when practicable) and that failure to improve performance will result in denial of the within-grade increase at the end of the waiting period.
 - (3) If the determination is based on combined conduct and performance deficiencies, the supervisor, in consultation with the Chief, LRB, shall determine which deficiency is of the greater importance, and shall follow the instructions in the paragraph above (either (1) or (2)) which pertain to that deficiency. If both are of equal importance, the instructions in both paragraphs above shall be followed.
- c. Not later than the date when the employee completes the required period of creditable service, the supervisor shall: obtain the advice of the Chief, LRB; make a final determination as to whether or not the step increase is warranted; and inform the employee in writing of this determination with the concurrence of the Chief, LRB.

- (1) If the supervisor determines that the within-grade increase is warranted, the increase shall be effective on the first day of the pay period immediately following completion of the required period of creditable service.
- (2) If the supervisor determines that the within-grade increase is not warranted, the written notice of this determination shall include:
 - (a) a statement that the within-grade increase is denied, and the effective date;
 - (b) a statement of the reasons for the denial;
 - (c) a statement that the employee has a right to file a grievance concerning the denial under NRC 4157, "Employee Grievances";
 - (d) a statement that if the supervisor determines at a later date that the employee has demonstrated sustained performance at an acceptable level of competence and satisfactory conduct, a new rating of record shall be prepared and a within-grade increase granted at that time.
 - (e) a statement that in any event, a new determination will be made not later than 52 calendar weeks following the original eligibility date for the within-grade increase.
 - (f) a statement that the Form NRC-714 and the written material pertinent to the determination will be filed, along with the SF-50 documenting the denial, on the right-hand (permanent) side of the employee's Official Personnel Folder (OPF). (However, no such pertinent material shall be filed or remain filed in the OPF if a decision is made at a later date that the within-grade increase had been warranted, and that it shall therefore be granted retroactively on the date when the required period of creditable service was completed.)

12. Further Consideration in Sustained Denial of Within-Grade Increase Cases

In the case of an employee whose work has not been certified to warrant a step increase and the increase was denied, a new Form NRC-714 shall be prepared and a new determination shall be made within 52 calendar weeks from what would otherwise have been the effective date of the step increase.

If it is determined that a step increase is warranted, the Form NRC-714 shall be signed in Part C, and the step increase shall

become effective at the beginning of the next pay period that begins on or after the date that the new certification is made.

If, however, by the expiration of 52 calendar weeks after the step increase was otherwise due, it has been determined that the step increase continues not to be warranted, the employee is entitled to the review and notification process described in 11. above or the collective bargaining agreement, as appropriate. In each formal determination to deny the within-grade increase and, for as long as the within-grade increase continues to be denied, determinations will be made after no longer than each 52 calendar weeks. Action should normally be taken by line management to remedy the situation.

C. HIGH QUALITY INCREASES (HQIs)

1. General. An HQI is an increase in an employee's rate of basic pay from one rate of the grade of his or her position to the next higher rate of the same grade based on performance at the "Outstanding" or "Excellent" level, which is expected to continue.
2. Procedural Requirements. Eligibility criteria, limitations and procedural requirements for HQIs are contained in NRC 4151.
3. Pay Authorization for HQIs.
 - a. Documentation. After evaluation and approval of an HQI request based on the procedural requirements in NRC 4151, the Division of Organization and Personnel (O&P) shall forward two signed copies of Form NRC 252, "Nomination for High Quality Increase," and a completed SF 50, "Notification of Personnel Action" to the Division of Accounting and Finance (DAF). These documents shall be the basis for DAF to make payment.
 - b. Amount of Award. The amount of the HQI is determined by employee's grade level and step. An HQI immediately raises the employee's basic rate of pay one additional step for the grade of his or her position.
 - c. Effective Date. HQIs shall normally be made effective at the beginning of the first pay period following approval by O&P. (Note: if the payroll deadline for the next pay period has elapsed, the HQI is not made effective until the first day of the following pay period.)
4. Relationship Between a High Quality Increase and a Regular Step Increase

High quality increases are in addition to regular within-grade step increases and may be granted effective the same date as a within-grade step increase, in which case the regular step increase will be processed first. A high quality increase is not considered an equivalent increase in pay, and an employee does not start a new waiting period for his/her within-grade increase when he/she

receives a high quality increase. However, note that in some cases, a high quality increase may place the employee in a step with a longer waiting period, so that an additional 52 weeks of creditable service is required before the employee is eligible for his/her next within-grade increase. EXAMPLE: An employee receives a within-grade increase to GG-11/6 on June 28, 1981; since advancement to the next step, step 7, requires a 104-week (2-year) waiting period, the employee will be eligible for his/her next within-grade increase on June 26, 1983. However, if the employee receives a high quality increase on May 29, 1983, that will place him/her in step 7; since advancement to the next step (now step 8) requires a 156-week (3-year) waiting period, the employee will not be eligible for his/her next within-grade increase (to step 8) until June 24, 1984, or 156 weeks from the date of his/her last equivalent increase (June 28, 1981). In this type of situation, it is of course greatly to the employee's benefit to delay the high quality increase until the employee has received his/her regular within-grade increase on June 26, 1983.

D. LOCALITY RATE EMPLOYEES STEP INCREASES

1. Regular Step Increases. Locality rate employees with regularly scheduled tours of duty shall be granted step increases upon satisfactory completion of the following requirements:
 - a. Increase to Step 2: completion of 26 calendar weeks of creditable service since last equivalent increase.
 - b. Increase to Step 3: completion of 78 calendar weeks of creditable service since last equivalent increase.
 - c. Increase to Steps 4 and 5 (as applicable): completion of 104 calendar weeks of creditable service since last equivalent increase.
 - d. Additional Requirements: The step increases above shall be granted only if proper certification has been made that (1) the employee's work has been of an acceptable level of competence, and (2) his/her conduct is satisfactory. Certification or non-certification of acceptable level of competence shall follow the same rules and procedures as outlined in B. above.
 - e. NRC adopts and utilizes the Federal Wage System of pay administration for locality rate employees except where it specifically conflicts with a stated NRC policy or procedure. Reference should be made to FPM Supplement 532-1 for discussion of "equivalent increase," waiting periods for employees without regularly scheduled tours of duty, and for guidance on unusual cases, when needed.
2. Other Step Increases. Locality rate employees are not eligible for high quality increases.

Exhibit

NRC FORM 714
(5-81)
NRCM 4130

NOTICE OF WITHIN-GRADE INCREASE

U.S. NUCLEAR REGULATORY COMMISSION

1. ORGANIZATION-NRC-U.S. NUCLEAR REGULATORY COMMISSION	2. PAYROLL PERIOD	3. RUN DATE
4. EMPLOYEE'S NAME	5. NRC ORGANIZATION CODE	6. SOCIAL SECURITY NUMBER

PART A - NOTIFICATION OF BASIC PAY CHANGE

7. NATURE OF ACTION CODE 893	NOTE TO SUPERVISOR: This is a notice of within-grade increase.	8. DATE OF LAST EQUIVALENT INCREASE	9. OLD STEP	10. OLD SALARY
11. DATE EMPLOYEE COMPLETES 52, 104, OR 156 CALENDAR WEEKS, AS APPROPRIATE, FROM DATE OF LAST EQUIVALENT INCREASE (APPROXIMATE EFFECTIVE DATE.)	12. PAY PLAN, OCCUPATION SERIES, GRADE	13. NEW STEP	14. NEW SALARY	
15/16 REMARKS:				DATE

PART B - DATA ON UNPAID ABSENCE - FOR FINANCE OFFICE USE

17A. Total number of days and hours of unpaid absences (AWOL, LWOP, SUSP., etc.) during periods from date shown in item 8 through date shown in item 11.	B. INITIALS
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PART C - INSTRUCTION TO SUPERVISOR

Within-grade increases are not granted automatically upon completing the required period of service. Please give careful, judicious consideration to the work performance and conduct of this employee during the service period (See the beginning and completion dates shown in items 8 and 11 respectively, above) and determine whether or not a step increase is warranted in accordance with the criteria in Appendix 4130-C. See Appendix 4130-C if the determination cannot be made or is otherwise delayed beyond the date shown in item 11. If a step increase is warranted, sign and date the certification below, forward the "Personnel Folder Copy" to the Division of Organization & Personnel.

CERTIFICATION

I certify that this employee's performance of duties warrants compensation at the next step of his/her grade because (a) the level of competence in terms of fulfilling the requirements and assignments of his/her position is acceptable in that it is, and has been, above that typified by the marginal employee and (b) his/her conduct is satisfactory.

(SUPERVISOR)

(DATE)

PART V

SPECIAL PAY PRACTICES FOR SCIENTIFIC AND
TECHNICAL PERSONNEL

A. AUTHORITY

Section 161.d. of the Atomic Energy Act of 1954, as amended, authorizes the NRC to fix the pay of scientific and technical personnel without regard to the Classification Act of 1949 (now incorporated into Chapter 51 of Title 5, United States Code) to the extent the NRC deems such action necessary to the discharge of its responsibilities, provided that such pay does not exceed the highest rate of grade 18 of the General Schedule (5 U.S.C. 5332(a)). This generic authorization is often referred to as the Agency's "scientific and technical pay authority." (See also Part II.B. above.)

B. USES OF THE NRC'S "SCIENTIFIC AND TECHNICAL PAY AUTHORITY"

1. Special Salary Schedules

When it is determined that the NRC General Salary Schedule rates of pay are not competitive in the market place for the high quality candidates required to meet the NRC's staffing requirements, NRC designs and establishes its own special salary schedules to meet that competition. In so doing, the NRC may concurrently adopt, in whole or in part, the special salary schedules issued by the Office of Personnel Management pursuant to 5 U.S.C. 5303. NRC special salary schedules are issued as bulletins to this appendix and administered in accordance with the provisions of NRC 4130 and this appendix unless provisions of the bulletin state otherwise.

2. Administratively Determined (AD) Positions. See Part III, G. above.

3. Supergrade Equivalent Scientific and Technical (S&T) Positions

In a limited number of cases, the NRC has found it necessary to pay certain scientific and technical personnel at a rate within the GG-16-18 range based primarily on their outstanding qualifications. Qualifications at this level are normally demonstrated only after many years of experience based upon a solid foundation of formal education, all of which leads to the recognition of the individual as outstanding in his/her field of work. Evidence of this recognition may take the form of positions previously held (including positions at the national and international levels in professional societies, standards-setting committees, and honorary professional positions); temporary assignments as consultants or advisors to the highest levels of national scientific and engineering organizations, e.g., National Academy of Sciences, or international organizations, e.g.,

International Atomic Energy Agency; publications written; patents received; and general recognition by the leaders in his/her field of work. These positions are established in accordance with Appendix 4130-B.

Fixing the Pay of Supergrade Equivalent Scientific and Technical (S&T) Positions

- a. General Considerations. By the nature of these positions, the incumbent's pay is a reflection of the worth of the position and the qualifications of the individual. An individual rate of pay for each incumbent is the norm, rather than a schedule of rates as for graded employees. Each incumbent's pay rate is individually determined based upon the particular circumstances of the position and the incumbent.
- b. Guidelines for Establishing Initial Rates of Pay. The justification for an initial rate of pay to a particular individual shall be a sound management determination based upon documented evidence. The procedures under Part III, G.3. above shall be followed in establishing a documented record that the initial pay rate was properly established.
- c. Pay Changes After the Initial Rate is Established.
 - (1) By the individual nature of the rates of pay to incumbents of these positions, they are not eligible for periodic within-grade increases such as those covered under Part IV above. Instead, incumbents of these positions shall receive a salary review during each performance appraisal under NRC 4151. (It is expected that an appraisal will occur annually.) It should be understood that due to the individual nature of the pay setting practices for these positions, there is no presumption of an entitlement to an increase upon each performance appraisal. The supervisory management official over the incumbent should consider the general (comparability) increases for graded employees along with the evaluation of the performance of the individual in making recommendations for salary increases.
 - (2) Recommendations for pay changes should be fully justified in accordance with Part III, G.3. above in a memorandum from the line management official who has the authority to initiate personnel actions at the incumbent's level to the Director, Division of Organization and Personnel, who will analyze the the justification for soundness and appropriateness in consideration of similar actions across the Agency. The Director, Division of Organization and Personnel, shall make his/her recommendation for approval or disapproval to the approving official.
- d. Documentation. See Part III, G.3. above.

PART VIGRADE AND PAY RETENTION

A. COVERAGE

This Part establishes rules for grade and pay retention for employees in graded NRC positions from GG-1 through GG-18 or in prevailing rate schedules in NRC comparable to the Federal Wage System, who hold NRC Regular (Excepted), NRC Regular (Excepted) (Conditional), NRC Limited, and NRC Noncareer Excepted Appointments. This Part does not cover employees who hold NRC Temporary or Professional Term appointments; and does not cover positions in the Senior Executive Service, Scientific and Technical Schedule (S&T) positions, and ungraded positions (Administratively Determined positions). However, the Part does cover employees who move from a position which is not covered to a covered position with a covered appointment, except when the employee's appointment immediately prior to the move was on a temporary or term basis. See Part III, A.2.a. (5) and (6) for applicability to employees transferring from other Federal agencies.

B. ACTIONS NOT COVERED

The provisions of this Part do not apply to the incumbent of a covered position who:

1. Except as in C.1.c. below, is reduced in grade or pay at his/her own request, initiated by the employee for his/her benefit, convenience or personal advantage, including consent to a demotion in lieu of one for personal cause;
2. Is reduced in pay based solely on regulations which govern leaving the Resident Inspector Program and in accordance with provisions of an Employee Compensation Acknowledgment signed by the employee;
3. Is reduced in grade or pay for personal cause (that is, based on conduct deficiencies or unacceptable performance of the employee);
4. Has been temporarily promoted into a higher-graded position and is returned to the grade level from which temporarily promoted or to an intervening grade level; or
5. Is appointed to a covered lower-graded position without a break in service from an NRC Temporary or Term Appointment.

C. GRADE RETENTION

1. Actions Covered by Grade Retention

Grade retention applies to:

- a. The individual who is reduced in grade as a result of individual job evaluation action. Such an individual's position which is being reduced must have been evaluated at a higher grade or grades for at least 1 year (52 consecutive calendar weeks) immediately prior to the effective date of the reduction. (See D. below for applicability of pay retention if this condition is not met.)
- b. The individual who is placed in a lower grade as a result of or in lieu of specific reduction-in-force action. Such an individual must have served for at least 52 consecutive calendar weeks in a position or positions at a grade or grades higher than the grade of the position to which the individual is reduced. Note that this does not mean that the employee must have held his/her current grade for a 52-week period; the requirement is met if he/she has held any grade or grades higher than the one to which reduced for a consecutive 52-week period. The 52 consecutive week requirement may be satisfied by a period of service in one or more positions, in one or more agencies, and at one or more grade levels, and any 52 consecutive week period may be used. (See D. below for applicability of pay retention if the condition above is not met.)
- c. With the prior approval of the Executive Director for Operations (EDO), the individual who meets the 52 consecutive week requirement discussed in b. above and who moves voluntarily to a position in a lower grade during a reorganization or reclassification announced by NRC management in writing.
 - (1) Requests for the EDO's approval shall be routed through the Director, Division of Organization and Personnel (O&P), for his/her recommendations.
 - (2) The EDO's approval shall represent a determination that granting grade and pay retention in the instant case will eliminate the possibility of an adverse effect on another employee or will assist management to achieve its aims. It may be granted on an individual, case-by-case basis, or may specify a group which is being affected, which may be all of NRC, or may be one or more occupational, organizational, or geographic components thereof. The approval shall specify whether grade retention shall automatically be granted to all such employees in the group, or shall be granted by the EDO on a case-by-case basis to such employees in the group; and it shall specify the

time period during which such movements will confer grade retention eligibility.

- (3) When an employee accepts a position with grade retention under the circumstances in this subparagraph, he/she must furnish the personnel specialist a written request stating that he/she requests the action voluntarily, and stating that he/she understands the basic entitlements and restrictions of the grade retention provisions of this Part. That request shall be filed on the left side of the employee's Official Personnel Folder.

- d. See Part III, A.2.a.(5) and (6) above for applicability to actions transferring employees from other Federal agencies.

2. Grade Retention Entitlements

When moving from a position under a covered pay schedule, an employee entitled to grade retention retains the grade held immediately prior to the covered reduction in grade. An employee who is reduced in grade from a position not under a covered pay schedule (see also 3. below) retains the lowest grade of the covered pay schedule in which he/she is placed which has a representative rate (see 4130-0417f.) equal to or higher than the representative rate of the grade held immediately before the reduction. If there is no grade in the covered pay schedule with a representative rate equal to or higher than the representative rate of the grade held immediately before the reduction, the employee retains the highest grade in the new pay schedule. (See 4.d. below for determination of the employee's rate of pay.) The employee entitled to grade retention retains the grade for 2 years (104 calendar weeks) beginning on the date the employee is placed in the lower-graded position. If, during the 2-year period of grade retention, an employee is further reduced in grade under circumstances also entitling the employee to grade retention, the employee continues to retain the previous retained grade for the remainder of the 2-year retention period. At the end of that period, the employee is entitled to retain the grade of the position from which the further reduction in grade was made until 2 years have passed from the date of the further reduction in grade.

3. Comparison of Grades in Different Pay Systems

In some situations it is necessary to determine whether the grade of a position in one pay schedule or pay system (e.g., the GG pay system) is lower than, equal to, or higher than a grade in another (e.g., the WG pay system). In making these determinations, the scheduled representative rates of the grades of the two positions will be compared. If the representative rates are equal, the grades are equal. If they are not equal, the grade with the higher scheduled representative rate is the higher grade.

4. Determination of Applicable Salary Schedule and Rate

- a. Under some circumstances, the salary schedule which applies to an individual may depend on factors other than the pay plan and the grade. (For example, there has been in the NRC a Special Salary Schedule for Resident Inspectors at certain grade levels.) While an employee is entitled to grade retention, the salary schedule which will be used to establish the employee's rate of basic pay is that schedule which applies:
 - (1) to the geographical area in which the employee is actually assigned;
 - (2) to the occupational series (or the specific duties if appropriate--e.g., Resident Inspector duties) of the position which the employee is actually occupying; and
 - (3) to the retained grade.
- b. Except as otherwise provided in c. and d. below, if there is a change in the applicable rate schedule when an employee becomes entitled to grade retention, he/she is entitled to the greater of:
 - (1) the employee's rate of basic pay held before the movement;
 - (2) the rate of basic pay in the rate schedule now applicable (that is, applicable to the position to which the employee is moving) for the grade and step held by the employee before the movement; or
 - (3) the lowest rate of basic pay from the rate schedule now applicable which equals or exceeds the employee's rate of basic pay before the movement.

Thus, for example, if a General Engineer, GG-14/5, is downgraded from a position in NRR to a GG-13 Resident Inspector position under the Resident Inspector Special Salary Schedule at a Resident Inspector site under circumstances which entitle him/her to retained grade, his/her salary during the period of grade retention shall be the salary appropriate to GG-14/5 on the Resident Inspector Special Salary Schedule.

- c. However, when the NRC has an established Special Salary Schedule for the Resident Inspector Program, that schedule is considered applicable only to those employees who are actually at Resident Inspector sites performing Resident Inspector duties. Therefore, when an employee is moving from a Resident Inspector to a non-Resident Inspector position, the employee's rate shall be that rate of basic pay in the rate schedule now applicable (that is, applicable to the non-Resident Inspector position) for the grade and step held by the employee before the movement, even though in most cases this

will result in a reduction in the employee's pay. Thus, for example, if a Resident Inspector, GG-14/5, is downgraded from a position at a Resident Inspector site in which he/she was paid under the Resident Inspector Special Salary Schedule to a GG-13 General Engineer position in NRR under circumstances which entitle him/her to retained grade, his/her salary during the period of grade retention shall be the salary appropriate to GG-14/5 on the (non-Resident Inspector) General Engineer salary schedule. This rule is an exception to b. above, and any resulting reduction in pay does not entitle the employee to the retained pay entitlements of D. below.

- d. When an employee moves from a position not under a covered pay schedule (see 2. above) and is entitled to grade retention, the employee is entitled to the lowest rate of basic pay from the applicable rate schedule for the retained grade which is equal to or exceeds the employee's rate of basic pay before the movement. If there is no such rate, the employee is entitled to his/her rate of basic pay held before the movement.

5. Retained Grade Applicability

During the 2-year period an employee is entitled to a retained grade, the retained grade shall be used as the employee's grade for the purposes of determining pay (including within-grade increases, comparability increases, etc.), retirement, life insurance, eligibility for promotions, and training. The retained grade shall not be used to determine the employee's competitive level for reduction-in-force purposes, or for determining an employee's "exempt/nonexempt" status under the Fair Labor Standards Act.

6. Priority Consideration During Retained Grade Period

The employee entitled to a retained grade under 1.a. or b. above because of change to lower grade from a position in the NRC is also entitled to priority consideration for repromotion. Any such employee will be placed on the Repromotion Priority List and will receive priority consideration for selection (in competition with any other employees entitled to priority consideration) in accordance with appendixes 4170 and 4108 for the period of time specified in those appendixes. Such an employee must be selected unless the selecting official makes a determination in writing that the selection would not be in the best interests of the NRC, and this determination is approved in writing by the Director, O&P. (See also Appendix 4108, Part III.) Employees entitled to retained grade under 1.c. above are not entitled to priority consideration for repromotion; and employees whose grade retention entitlement is based on downgrade or other reduction-in-force action or potential action in another agency are not entitled to priority consideration for repromotion. (See Part III, A.2.a.(5) and (6) above.)

7. Eligibility for Noncompetitive Consideration for Vacancies

The employee who becomes entitled to a retained grade under 1.a., b., or c. above may, at the discretion of the selecting official, be selected for a vacancy with promotion potential no higher than the level of the retained grade as an authorized exception to the competitive procedures of Appendix 4108, Part III. This entitlement to noncompetitive selection for vacancies continues after other grade retention benefits cease for the duration of the employee's employment in the NRC. This entitlement is not applicable to employees whose grade retention entitlement is based on downgrade or other reduction-in-force action or potential action in another agency (see Part III, A.2.a. (5) and (6) above).

D. PAY RETENTION

1. Applicability of Pay Retention

Pay retention provisions of this Part apply to any incumbent of a position covered by this Part whose rate of basic pay would otherwise be reduced for a reason not excluded by B. or C.4.c. above. Such covered reasons include but are not limited to the following:

- a. The expiration of the 2-year period of grade retention.
- b. As a result of individual job evaluation action when the position has not been evaluated at a higher grade or grades for at least 1 year immediately prior to the effective date of the reduction.
- c. As a result of placement in a lower graded position by reduction-in-force action or as approved by the EDO in accordance with C.1.c. above when the individual has not served at a higher grade or grades for at least 52 consecutive calendar weeks.
- d. As the result of placing the employee in a formal developmental program.

2. Pay Retention Entitlements

The rate of basic pay of an employee entitled to pay retention under this Part shall be computed as follows:

- a. Except as otherwise provided in d. below, if the employee's scheduled rate of basic pay before the action which triggers pay retention falls within the pay range of the lower level position to which downgraded, the employee's scheduled rate of basic pay shall be the lowest scheduled rate of basic pay in the employee's grade after the action is taken which equals or exceeds his/her scheduled basic rate of pay before the action; and pay retention entitlements cease.

- b. Except as otherwise provided in d. below, if the employee's rate of basic pay before the action which triggers pay retention falls outside the current pay range of the lower level position, the employee shall be placed in step "00," and the rate of basic pay shall be the lower of (1) or (2) below:
- (1) The employee's scheduled rate of basic pay immediately before the action; or
 - (2) 150 percent of the current maximum scheduled rate of basic pay for the grade level of the position to which the employee is downgraded.

Until the employee's scheduled rate of basic pay falls within the scheduled rate range of pay for the position to which downgraded, the employee is entitled to 50% of the amount of each general (comparability) increase in the scheduled maximum rate of basic pay for the position to which downgraded. When the employee's scheduled retained rate of basic pay becomes equal to or less than the maximum scheduled rate for the position to which the employee has been downgraded, the employee is entitled to the scheduled maximum rate for that grade; and pay retention entitlements cease at that time.

- c. Note that in all cases the applicable rate of basic pay is the scheduled rate rather than the payable rate. Thus, if the applicable scheduled rate of basic pay is above the statutory pay limitation ("pay cap"), the employee shall be paid at the rate of the "pay cap," or the payable rate, but all computations shall be made based on the scheduled (or "asterisked") rate, in the same manner as employees not under pay retention are treated; and such employees are entitled to an adjustment in their payable rate when the "pay cap" is adjusted. (Based on FPM Letter 531-52, dated May 25, 1977, the guidance in which was not affected by passage of the Civil Service Reform Act per OPM 12/20/82.)
- d. When the NRC has an established Special Salary Schedule for the Resident Inspector Program, that schedule is considered applicable only to those employees who are actually at Resident Inspector sites performing Resident Inspector duties. Therefore, when an employee entitled to pay retention is moving from a Resident Inspector to a non-Resident Inspector position, his/her retained rate of pay shall be computed as follows:
- (1) A determination shall be made as to what the employee's rate of basic pay would have been prior to the action which triggers pay retention if he/she had not been under the Resident Inspector Special Salary Schedule; and

- (2) Using the rate of pay determined under (1) above as "the employee's rate of basic pay before the action which triggers pay retention," rule a. or b. above, as applicable, will be applied.

E. CESSATION OF ENTITLEMENT TO GRADE AND/OR PAY RETENTION

Grade and/or pay retention entitlements shall cease upon:

1. A break in service of one workday or more.
2. For grade retention, the employee's position change to an "equivalent tenure" position (see definition below) at a grade equal to or higher than the retained grade; and for pay retention, the employee's position change to an "equivalent tenure" position at a rate of basic pay equal to or higher than the retained rate.
3. For grade retention, an employee's declination of a reasonable "equivalent tenure" job offer in his/her present commuting area (all NRC office locations in the Washington, D.C. area are determined to be in the same commuting area) at a grade equal to or higher than the employee's retained grade; and for pay retention, the employee's declination of a reasonable "equivalent tenure" job offer in his/her present commuting area at a rate of basic pay equal to or greater than the retained rate.

("Equivalent tenure" position means one having tenure equal to, or greater than, that of the position creating the grade or pay retention entitlement. For purposes of comparing rates of basic pay with reference to this section, Resident Inspector positions shall be considered to be paid on the same salary schedule as non-Resident Inspector positions in the same series and grade in the NRC.)

4. An employee's demotion for personal cause or at the employee's request.
5. The employee's written request.

F. TEMPORARY PROMOTION OR REASSIGNMENT

An employee's entitlements do not cease if the employee accepts a temporary promotion or reassignment. If a temporary promotion results in a higher rate of pay than that being received by the employee under the provisions of this Part, the employee shall be paid the higher rate of pay while in the temporary position without jeopardizing retained grade or pay entitlements remaining after the expiration of the temporary promotion. However, the temporary promotion or reassignment may not be used as the basis for retained grade or pay entitlements nor shall it interrupt the expiration of the 2-year retention period.

G. APPEALS/GRIEVANCES

1. An employee who is granted grade or pay retention because of a position evaluation action may request formal review of the position evaluation only, under applicable provisions of Appendix 4130-A; and such review is the only appeal right available to employees in position evaluation matters. An employee who is granted grade or pay retention because of a reduction-in-force action may appeal the reduction-in-force action as explained in NRC 4170. The entitlement to grade or pay retention has no effect on either of those review/appeal rights.
2. An employee may file a grievance/appeal related to granting grade and/or pay retention based only on management's alleged failure to comply with applicable provisions of law, rule, regulation, and/or this Part.
3. An employee may grieve/appeal the termination of grade or pay retention benefits only if the termination is based on the employee's declination of a reasonable offer.
4. Grievances/appeals related to management's granting of priority consideration may only be based on alleged failure to consider an employee for a position for which he/she is qualified in the commuting area; or on alleged failure to select a priority consideration candidate based upon a prohibited personnel practice (5 U.S.C. 2302).

H. FURTHER REFERENCE

Although the NRC is not covered by 5 U.S.C. 5361 et seq., it is the intent of this Part (except in paragraph C.4.c. and D.2.d. above) to generally parallel the requirements and entitlements in that law as interpreted by the Office of Personnel Management (OPM). Therefore, where specific situations are not covered by this Part, or where further clarification is needed, the guidance in Federal Personnel Manual (FPM) Chapter 536 and FPM Supplements 532-1 and 990-2, Book 536, should be used. However, in cases where the FPM guidance would conflict with a stated NRC policy or procedure, the NRC policies and procedures prevail.

PART VIISEVERANCE PAY

A. BASIC ENTITLEMENT

1. Pursuant to 5 U.S.C. 5595, NRC is covered by regulations governing severance pay prescribed by the Office of Personnel Management in FPM Chapter 550.
2. In general, most nontemporary NRC employees who have completed 12 months continuous service as below are eligible for severance pay when involuntarily separated from the service "not by removal for cause on charges of misconduct, delinquency, or inefficiency," if not entitled to an immediate annuity upon separation. Included are separation by reduction-in-force, separation for failure to accept a reassignment to another commuting area (provided the employee has not signed a mobility agreement), and certain resignations in lieu of involuntary separation.
3. Employees may be paid severance pay only if on the date of separation they had been on the rolls of one or more agencies under one or more appointments without time limitation, or temporary appointments that precede or follow an appointment without time limitation, without any break in service of more than 3 calendar days for at least the preceding 12 calendar months.
4. See FPM Chapter 550 and FPM Supplement 990-2, Book 550, for further explanation.

B. STATUTORY FORMULA

The total severance pay to which an employee is entitled pursuant to 5 U.S.C. 5595 upon involuntary separation from NRC is determined as follows:

1. Severance pay consists of two elements:
 - a. a basic severance allowance computed on the basis of 1 week's basic pay at the rate received immediately before separation for each year of civilian service, up to and including 10 years, and 2 weeks of basic pay at that rate for each year of civilian service beyond 10 years, for which severance pay has not previously been received; and
 - b. an age adjustment allowance computed on the basis of 10 percent of the total basic severance allowance for each year by which the age of the recipient exceeds 40 years at the time of separation.

2. In counting years, the employee will be credited, for purposes of 1.a., above, with 25% of a year for each 3 months of creditable civilian service that exceeds 1 or more full years, and, for purposes of 1.b., above, with 25% of a year for each 3 months by which the employee's age exceeds 40.
3. Total severance pay computed as above can not exceed 1 year's pay at the rate received immediately before separation. "One year's pay" is pay for 26 biweekly pay periods in the case of full-time employees. For part-time employees, "1 year's pay" is obtained by multiplying their basic weekly pay (hourly rate times regular hours of service) by 52 weeks. (46 C.G. 664.)
4. In computing an employee's civilian service for this purpose, all service is included that is creditable for annual leave accrual purposes.

C. PAYMENT OF SEVERANCE PAY

1. Upon separation, the NRC will pay the employee the same basic pay at the same pay intervals until the severance pay fund is exhausted, except the final payment consists only of that portion of the severance pay fund remaining.
2. No deductions are made from severance pay other than Federal and State income tax withholding, the hospital portion of FICA tax, and the regular portion of FICA tax if the employee was subject to FICA at the time of separation from the position giving rise to severance pay.

D. FURTHER REFERENCE

Refer to FPM Chapter 550 and FPM Supplement 990-2, Book 550, for further information concerning severance pay.

PART VIIIPAY ADJUSTMENTS AT TIME OF EFFECTING
NEW PAY SCHEDULES

A. APPROVAL OF NEW NRC PAY SCHEDULES

1. General Salary Schedule

The Executive Director for Operations (EDO) approves revision of the NRC General Salary Schedule, upon recommendation of the Director, Division of Organization and Personnel, pursuant to the decision of NRC to establish a compensation system independently of the civil service system (42 USC 2201d.; see 4130-01). The EDO specifies an effective date and an approval date for the new schedule. (Unless otherwise directed by the EDO in writing, the effective date is the same as that established by law or Executive Order for the statutory General Salary Schedule.)

2. Special Salary Schedules and Locality Rate Schedules

The Director, Division of Organization and Personnel, approves revision of NRC special salary schedules and locality rate schedules (see 4130-035b.). On occasions when such revision is to accompany the revision of the General Salary Schedule, the Director, Division of Organization and Personnel, may apply the same effective date and approval date as that established for the General Salary Schedule. The Director, Division of Organization and Personnel, may, however, determine that other dates are more appropriate. Otherwise, NRC special salary schedules are effective at the beginning of the first pay period after the approval of the schedule.

B. ADJUSTMENT TO NEW PAY RATES

1. Employees Paid Under the NRC General Salary Schedule or a Locality Rate Wage Schedule; and Employees Whose Positions Are Being Moved from the General to a Special Salary Schedule

The basic rate of each employee covered by this subsection to whom a new or different schedule applies will be adjusted to the same numbered step rate the employee had immediately prior to the effective date, or to the step rate the employee was entitled to by reason of having satisfied the requirements for a regular step increase immediately prior to the effective date (see Part IV above), except as provided below:

- a. If the employee is receiving retained pay, the procedure in Part VI, D.2. above shall be used to establish the employee's new pay rate.

- b. When a new or different schedule is made effective or applicable retroactively, pay, in the case of employees affected by personnel actions which have occurred since the effective date, shall be adjusted retroactively to reflect those basic rates to which they are entitled under the new or different schedule as if it had been in effect at all times during such period. (This requires reconstruction of the personnel actions, using the rates provided in the new or different pay schedule, and may result in changes in step number as well as rate.)
2. Employees in Positions Paid Under Special Salary Schedules Which Are Being Returned to the General Salary Schedule or Placed in a Lower Special Salary Schedule

An employee's step rate, whose position is subject to a special salary schedule and whose grade or position is being returned to the General Salary Schedule, or being placed in a lower special salary schedule, shall be adjusted as follows:

- a. If the employee has been receiving a rate of basic pay under a special salary schedule equal to a step rate for the employee's grade in the schedule in which the employee's position is being placed (hereafter referred to as the new schedule), that step rate in the new schedule shall be selected.
 - b. If the employee has been receiving a rate of basic pay under a special salary schedule which falls between two steps in the rate range for the employee's grade under the new schedule, the higher of the two steps shall be selected.
 - c. If the employee has been receiving a rate of basic pay under a special salary schedule that falls outside the rate range for the employee's grade in the new schedule, the employee is entitled to retained pay as described in Part VI above.
 - d. When the adoption of a new General Salary Schedule or new lower special salary schedule occurs simultaneously with moving the employee's position to that schedule, the computations above shall be made using the employee's salary before the change and the new schedule.
3. Employees Paid Under Cooperative Student Program Salary Schedules

The basic rate of each employee to whom a new Cooperative Student Program Salary Schedule applies will be adjusted, as appropriate, to the new rate for the combination of academic study completed and NRC work period.
4. Simultaneous Actions

When pay related actions occur simultaneously, they shall be processed in the order which gives the employee the maximum benefit per Part III, E. above.

C. EFFECTIVE DATE OF ADJUSTMENTS

1. Pay adjustments will be made to new rates described in B., above, as of the effective date of the new pay schedule.
2. For group life insurance purposes under Chapter 87 of Title 5, U.S.C., adjustments to new schedule rates will be considered to be effective for the full pay period in which the date of approval falls, when a pay increase is made effective retroactively. (This applies both in determining the amount of insurance coverage to which entitled and in making related payroll deductions.) However, if a locality rate employee dies or retires during the retroactive period, that is, the period beginning with the effective date of a new wage schedule and ending with the date of approval of that schedule, the pay adjustments will be deemed to have been in effect during the full retroactive period.
3. Lump-Sum Leave Payments.
 - a. When a pay schedule is approved to become effective on a later date, lump-sum leave payments for former employees who had separated from the service on or after the date of approval shall be adjusted at the higher rates provided by the new schedule for any portion of the period represented by lump-sum leave payment which begins with the effective date of the new schedule (26 Comp. Gen. 102, (1946), 43 Comp. Gen. 440 (1963), and 47 Comp. Gen. 773 (1968)).
 - b. When a pay schedule is approved, to become effective retroactively on an earlier date, lump-sum leave payments for former employees who had separated from the service at any date prior to the date of approval of the new schedule, and who are not subsequently reemployed prior to the date of approval of the new schedule, shall not be adjusted to reflect basic pay rates in the new schedule, whether or not the period covered by the leave for which lump-sum payment is made extends beyond either the effective date or the date of approval of the new schedule- 26 Comp. Gen. 102 (1946), 31 Comp. Gen. 166 (1951). (See also D.2.a., below, in regard to any separated NRC employee who was reemployed prior to the date of approval of a new schedule.)
 - c. See NRC 1101 in regard to inclusion in the lump-sum leave payment of any step increase to which an employee is entitled as of the date of separation but which has not been processed.

D. APPLICABILITY

1. When a new NRC pay schedule is approved on or before its effective date, adjustments to new basic rates described in B., above, and related premium rates, will be applicable to:
 - a. NRC employees who are on the rolls on the effective date.

- b. former NRC employees who separated to enter service in the Armed Forces of the United States and who are still in such service on the date of approval. (This is for record purposes only, to assure that a former employee who returns to NRC after military service is "restored in such manner as to give him such status in his employment as he would have enjoyed if he had continued in such employment continuously from the time of his entering the armed forces until the time of restoration to such employment" (Section 9 (c) of the Military Selective Service Act of 1967 (50 U.S.C. App., 459)). (See NRC 4116, "Military Duty: Restoration and Other Actions.")
 - c. former NRC employees who transferred from NRC to an international organization (5 U.S.C. 3343, and 3581-4) or were appointed, with statutory reemployment rights, to a position in the Foreign Service Reserve under the Foreign Service Act of 1946, 22 U.S.C. 928, or a position outside the United States under either the Foreign Assistance Act of 1961, 22 U.S.C. 2385(d), or the Peace Corps Act of 1961, 22 U.S.C. 2506(a), and who are still in such employment on the date of approval. The adjustment applies:
 - (1) for record purposes, in view of the former employee's entitlement to be reemployed in NRC in the former position or in a position of not less than like seniority, status, and pay at not less than the base rate applicable for continuous employment in NRC.
 - (2) for purposes of computing civil service retirement and group life insurance deductions, if the employee who transfers to an international organization elects to continue these coverages. See NRC 4113, "Staffing Assistance for International Organizations."
2. When new schedules are approved at a date subsequent to the effective date, adjustments to new basic rates described in B., above, and related premium rates, will be applicable to:
- a. NRC employees who were on the rolls on the date of approval. (This includes NRC employees who are separated and reemployed during the period beginning on the effective date and ending on the date of approval, for services rendered during such period, and for lump-sum leave payments to which entitled (31 Comp. Gen. 199 (1951).))
 - b. NRC employees who died, or retired and were eligible for an immediate annuity, including discontinued service and disability, but not a deferred annuity, during the period beginning on the effective date and ending on the date of approval, for services rendered during such period, and for lump-sum payments to which entitled. (31 Comp. Gen. 332 (1952).) (The retroactive pay in such cases is not considered as basic pay for purposes of deductions and annuity and computations under

Civil Service Retirement Regulations, and does not operate to increase the amount of an employee's group life insurance coverage, except as specified in C.2., above.)

- c. former NRC employees, who transferred from the NRC to another Federal agency during the period beginning on the effective date and ending on the date of approval, and who are still in the Federal service on the date of approval, for services rendered NRC during such period.
- d. former NRC employees who had separated by resignation from NRC before the date of approval of a new schedule to accept employment with another Federal agency, where there has been no break in service and the date of approval is one of the nonworkdays falling between continuous periods of service for that employee, for services rendered NRC during the period beginning on the effective date of the new schedule and ending on the date of the employee's separation. (47 Comp. Gen. 386 (1968).)
- e. former NRC employees who separated to enter service in the Armed Forces of the United States during the period beginning on the effective date and ending on the date of approval and who are still in such service on the date of approval, for services rendered during such period and for lump-sum leave payments to which entitled (if they had elected such payments on separation). (31 Comp. Gen. 240 (1951).)
 - (1) The adjustment also applies to former NRC employees who separated prior to the effective date to enter service in the Armed Services of the United States and who are still in such service on the date of approval. (This is for record purposes only, as explained in 1.b., above.)
 - (2) Service in the Armed Forces of the United States includes the period prescribed by law for the mandatory restoration of such individual to a position in the Federal Government. This refers to individuals relieved from training and service in the Armed Forces of the United States or discharged from hospitalization following such training and service. The authority is Section 9 of the Military Selective Service Act of 1967 (50 U.S.C. App. 459). (See NRC 4116, "Military Duty: Restoration and Other Actions.")
- f. former NRC employees who, during the period beginning on the effective date and ending on the date of approval, transferred from NRC to an international organization (5 U.S.C. 3343 and 3581-4) or were appointed, with statutory reemployment rights, to a position in the Foreign Service Reserve under the Foreign Service Act of 1946, 22 U.S.C. 928, or one outside the United States either the Foreign Assistance Act of 1961, 22 U.S.C. 3385(d), or the Peace Corps Act of 1961,

22 U.S.C. 2506(a), and who are still in such employment on the date of approval. The adjustment applies:

- (1) for record purposes, in view of the former employee's entitlement to be reemployed in NRC in the former position or in a position of not less than like seniority, status and pay at not less than the base rate applicable for continuous employment in NRC.
- (2) for purposes of computing civil service retirement and group life insurance deductions, if the employee who transfers to an international organization elects to continue these coverages. This pay adjustment applies also for services rendered NRC during such period, to those former NRC employees who are appointed, as above, to a position in the Foreign Service Reserve, or one outside the United States under either the Foreign Assistance Act of 1961 or the Peace Corps Act of 1961, but not to former NRC employees who transferred from NRC to an international organization as these latter were not in Federal employment on the date of approval. (50 Comp. Gen. 173 (1970).) See NRC 4113, "Staffing Assistance for International Organizations," and NRC 4171, "Separations and Adverse Actions."

Exhibit 1

GENERAL GRADE SALARY TABLE

Salary Table 2004-GG
2004 General ScheduleINCORPORATING A 2.70% GENERAL INCREASE
Effective January 11, 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	15,625	16,146	16,666	17,183	17,703	18,009	18,521	19,039	19,060	19,543
2	17,568	17,985	18,567	19,060	19,274	19,841	20,408	20,975	21,542	22,109
3	19,168	19,807	20,446	21,085	21,724	22,363	23,002	23,641	24,280	24,919
4	21,518	22,235	22,952	23,669	24,386	25,103	25,820	26,537	27,254	27,971
5	24,075	24,878	25,681	26,484	27,287	28,090	28,893	29,696	30,499	31,302
6	26,836	27,731	28,626	29,521	30,416	31,311	32,206	33,101	33,996	34,891
7	29,821	30,815	31,809	32,803	33,797	34,791	35,785	36,779	37,773	38,767
8	33,026	34,127	35,228	36,329	37,430	38,531	39,632	40,733	41,834	42,935
9	36,478	37,694	38,910	40,126	41,342	42,558	43,774	44,990	46,206	47,422
10	40,171	41,510	42,849	44,188	45,527	46,866	48,205	49,544	50,883	52,222
11	44,136	45,607	47,078	48,549	50,020	51,491	52,962	54,433	55,904	57,375
12	52,899	54,662	56,425	58,188	59,951	61,714	63,477	65,240	67,003	68,766
13	62,905	65,002	67,099	69,196	71,293	73,390	75,487	77,584	79,681	81,778
14	74,335	76,813	79,291	81,769	84,247	86,725	89,203	91,681	94,159	96,637
15	87,439	90,354	93,269	96,184	99,099	102,014	104,929	107,844	110,759	113,674

These rates are basic pay for most GG employees who are not on special salary schedules. Refer to Exhibits A through Q for applicable locality rates.

Exhibit 2

EXECUTIVE SCHEDULE (EX)

2004

Per Annum Rates

Level I	175,700
Level II	158,100
Level III	145,600
Level IV	136,900
Level V	128,200

Locality adjustments do not apply.

Exhibit 3**SENIOR EXECUTIVE SERVICE SCHEDULE (SES)****2004****Pay Range
Per Annum Rates**

Minimum	Maximum
\$104,927	\$145,600

The National Defense Authorization Act for Fiscal Year 2004, signed November 24, 2003, established a new pay-for-performance system for the Senior Executive Service (SES). The six-level SES pay system was replaced by a single open pay range.

As a result of the pay system changes, locality adjustments no longer apply to SES pay, and Exhibit R has been discontinued. The SES pay rate is basic pay for all pay computation purposes.

Exhibit 4**NRC SENIOR LEVEL SERVICE (SLS)
PAY BANDS****2004****Pay Ranges
Per Annum Rates**

Range	Basic Pay	Locality Pay Wash. DC Area
Maximum	136,900	145,600
Minimum	104,927	120,278

**Pay rates for Senior Level Service pay bands and pay levels
to be determined.**

Exhibit 5**NRC ADMINISTRATIVE JUDGE SCHEDULE****2004****Per Annum Rates**

Range	Basic Pay	Locality Pay Wash. DC Area
Maximum	136,900	145,600
Minimum	119,646	137,150

Pay rates for NRC Administrative Judge pay levels to be determined.

Exhibit 6

ADMINISTRATIVE LAW JUDGE SCHEDULE

2004

Per Annum Rates

	<u>Basic Pay</u>	<u>Locality Pay</u> <u>Wash. DC Area</u>	
AL-1	136,900	145,600	
AL-2	133,300	145,600	
			<u>AL-3 WAITING PERIOD</u> <u>FOR HIGHER RATE</u>
AL-3/F	126,100	144,548	
AL-3/E	119,200	136,639	2 Years
AL-3/D	112,200	128,615	2 Years
AL-3/C	105,200	120,591	1 Year
AL-3/B	98,100	112,452	1 Year
AL-3/A	91,200	104,543	1 Year

Exhibit 7

SPECIAL SALARY SCHEDULE
Positions in Series 510 and 511, Accountant or Auditor
2004**Location: Positions at NRC Headquarters**
Annual Rates and Pay Steps

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
GG-5	28,090	28,893	29,696	30,499	31,302	32,105	32,908	33,711	34,514	35,317	803
7	33,797	34,791	35,785	36,779	37,773	38,767	39,761	40,755	41,749	42,743	994
9	40,126	41,342	42,558	43,774	44,990	46,206	47,422	48,638	49,854	51,070	1,216

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates in this schedule. Locality pay is higher for GG-5 steps 6 through 10, GG-7 steps 1 through 10, and GG-9 steps 1 through 10. For these steps and grades, use Exhibit P.

The date of approval of this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 8

SPECIAL SALARY SCHEDULE
All Professional Series in the GG-800 Engineering Group and the GG-1300 Scientific Group
2004

Location: Nationwide

Annual Pay Rates and Steps

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
5	37,525	38,355	39,185	40,015	40,845	41,675	42,505	43,335	44,165	44,995	830
7	42,038	43,065	44,092	45,119	46,146	47,173	48,200	49,227	50,254	51,281	1,027
9	48,996	50,252	51,508	52,764	54,020	55,276	56,532	57,788	59,044	60,300	1,256
11	56,241	57,762	59,283	60,804	62,325	63,846	65,367	66,888	68,409	69,930	1,521
12	60,124	61,946	63,768	65,590	67,412	69,234	71,056	72,878	74,700	76,522	1,822

Establishes a special schedule for NRC professional positions at GG-5 through GG-12 in Occupational Group GG-800, Engineering, and GG-1300, Scientific Group. These rates are basic pay for applicable employees.

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates on this schedule. Check Exhibits A through Q for applicable locality rates.

See Exhibit 19 for entry level pay rates.

The date of approval for this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 9

SPECIAL SALARY SCHEDULE

**All Resident Inspector Program Personnel in Scientific and Technical
Positions who are Duty Stationed at Reactor or Nuclear Facility Sites**

2004

Location: Nationwide

Annual Pay Rates and Steps

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
11	55,904	57,375	58,846	60,317	61,788	63,259	64,730	66,201	67,672	69,143	1,471
12	63,477	65,240	67,003	68,766	70,529	72,292	74,055	75,818	77,581	79,344	1,763
13	69,196	71,293	73,390	75,487	77,584	79,681	81,778	83,875	85,972	88,069	2,097
14	81,769	84,247	86,725	89,203	91,681	94,159	96,637	99,115	101,593	104,071	2,478

Grades 11 and 12 are based on the OPM Special Salary Rate Table # 0422. Grades 13 and 14 are extrapolated from the 2004 General Schedule (Exhibit 1).

Employees paid from this schedule receive full locality adjustments for the appropriate locality pay area.

The date of approval of this schedule is January 6, 2004, and the effective date is January 11, 2004.

**Exhibit 9 – Special Salary Schedule for Positions in
the Resident Inspector Program (continued)**

1. Purpose

Establishes the special salary schedule for personnel in the Resident Inspector Program and the general pay setting regulations pertaining to that Program.

2. Background

To aid the proper discharge of the Commission's responsibilities, and pursuant to Section 161.d of the Atomic Energy Act of 1954, as amended, a special salary schedule has been established for scientific and technical positions specifically designated as Resident Inspector and Senior Resident Inspector (GG-11, 12, 13, 14). This special salary schedule applies to all NRC GG-11 through GG-14 level employees in the Resident Inspector Program who are duty stationed at a reactor or nuclear facility site.

3. Entering the Resident Inspector Program

When an individual enters the Resident Inspector Program, his or her salary should be set by (1) determining the step the individual would have received if he or she were entering a position not in the Program (by application, as appropriate, of the promotion, in-hiring, etc., rule in Management Directive 10.41, Appendix 4130-C), and (2) applying the Resident Inspector Special Salary Schedule to the grade and step obtained by (1) above. Resident inspectors are paid a full locality adjustment¹ in addition to their rate of pay from the Resident Inspector Special Salary Schedule.

An individual's salary that is not set in accordance with the provisions described in the paragraph above may be set at an appropriate Administratively Determined (AD) rate, such as when the individual's salary would be above the maximum rate of the grade on the General Salary Schedule (Exhibit 1) when step (1) above is followed.

Examples: A GG-840-9/5 non-Resident Inspector employee is selected for a GG-11 Resident Inspector position. Application of step (1) shows that the employee would have been placed at the GG-11/2 level (on the GG-800 Engineering Group Salary Schedule, Exhibit 8), by application of the promotion rule in Appendix 4130-C, if the employee were not entering the Program. Application of step (2) places the

¹Locality adjustments for Resident Inspectors are treated the same as other locality adjustments. For example, they are basic pay for retirement, life insurance premium pay, severance pay, advances in pay, and workers' compensation payment purposes. They are not basic pay for the purpose of within-grade increases, promotions, pay retention, highest previous rate, recruitment/relocation/retention payments, supervisory differentials, or other payments/benefits calculated as a percentage of basic pay.

**Exhibit 9 – Special Salary Schedule for Positions in
the Resident Inspector Program (continued)**

3. Entering the Resident Inspector Program (continued)

Exhibit 8), by application of the promotion rule in Appendix 4130-C, if the employee were not entering the Program. Application of step (2) places the employee at the GG-11/2 level on this Resident Inspector Special Salary Schedule. If the resident site is located in an area that has a locality rate of 12.61%, the employee would receive a locality adjustment of 12.61% in addition to the GG-11/2 salary from the Resident Inspector Special Salary Schedule. If the resident site is located in a REST OF US (RUS) locality area (10.90%), the employee would receive a 10.90% locality adjustment in addition to the GG-11/2 salary from the Resident Inspector Special Salary Schedule.

A GG-840-12/5 non-Resident Inspector employee is selected for a GG-13 Resident Inspector position. Application of step (1) shows that the employee would have been placed at the GG-13/5 level (on the General Salary Schedule, Exhibit 1), by application of the promotion rule in Appendix 4130-C, if the employee were not entering the Program. Application of step (2) places the employee at the GG-13/5 level on this Resident Inspector Special Salary Schedule. If the resident site is located in an area that has a locality rate of 12.61%, the employee would receive a locality adjustment of 12.61% in addition to the GG-13/5 salary from the Resident Inspector Special Salary Schedule.

4. Leaving the Resident Inspector Program

For purposes of salary administration, all normal salary administration procedures contained in Appendix 4130-C shall apply to individuals being paid under this Resident Inspector Special Salary Schedule except:

- a. A salary paid under this special salary schedule shall not constitute a "highest previous rate" (Appendix 4130-C, Part III); the "highest previous rate" shall be computed as that rate which an employee in that grade and step would have received if he or she had not been paid under this special salary schedule. (See exceptions to this rule as described in c. and d. below.)
- b. When an individual leaves the Resident Inspector Program, except through reassignment (c. below) or promotion (d. below), his or her salary shall be set by (1) determining the step the individual would have received if he or she had received in the NRC the same promotions, within-grade increases, and/or high quality increases not under the Resident Inspector Special Salary Schedule; and (2) computing the individual's new salary, by application of the appropriate (e.g., reassignment) rule in Appendix 4130-C to the grade and step obtained by step (1) above.

Exhibit 9 – Special Salary Schedule for Positions in the Resident Inspector Program (continued)

4. Leaving the Resident Inspector Program (continued)

- c. When a Resident Inspector or Senior Resident Inspector is reassigned to a position outside of the Resident Inspector Program, and the requirements² for pay saving are met, the employee's pay from the Resident Inspector Salary Schedule is retained as basic pay, and a locality adjustment is added until such time as the application of normal pay setting procedures meets or exceeds the employee's saved pay. The employee will also receive as a part of saved pay one half of any general pay increase prior to the application of any locality adjustment.

Employees' saved pay under these provisions should be compared to what their pay would be using normal pay setting procedures as described in b. above as follows:

- (i) determine the appropriate grade and step under normal pay setting procedures.
- (ii) Apply any within-grade increases, promotions, and annual comparability increases.
- (iii) When the application of normal pay setting procedures equals or exceeds the employee's saved pay, the employee is taken off saved pay.

- d. When an employee is promoted from a Resident Inspector Program position to another NRC position, his or her new salary shall be set at the lowest step of the higher grade on the applicable salary schedule which equals or exceeds his or her salary as a Resident Inspector. Appropriate adjustments, e.g., locality pay, would then be added. However, this provision shall not serve to increase the pay of an individual who later returns to the Resident Inspector Program. Upon re-entry, the individual's salary shall be set using this exhibit without the benefit accrued under this provision. returns to the Resident Inspector Program. Upon

²Pay saving requirements:

1. Must have successfully completed at least six full consecutive years in the resident inspector program for Resident Inspector assignments made on or after June 20, 1999. (Must have successfully completed at least 4 full consecutive years in the resident inspector program for resident inspector assignments made before June 20, 1999.)
2. Must be a management directed reassignment.
3. Must have a performance appraisal of Fully Successful or better for at least the last six years.
4. Saved pay will not be available to former residents who are reassigned out of the resident program for cause (performance, objectivity or conduct) or based solely on personal request.

**Exhibit 9 – Special Salary Schedule for Positions in
the Resident Inspector Program (continued)**

4. Leaving the Resident Inspector Program (continued)

re-entry, the individual's salary shall be set using this exhibit without the benefit accrued under this provision.

5. Limitations

The pay adjustment is not an equivalent increase within the meaning of Appendix 4130-C, Part IV.

Exhibit 10

SPECIAL SALARY SCHEDULE

**Law Enforcement Officers in Grades 3 through 10
2004**

Locations: Nationwide

Annual Rates by Grade and Step

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
3	23,002	23,641	24,280	24,919	25,558	26,197	26,836	27,475	28,114	28,753	639
4	25,820	26,537	27,254	27,971	28,688	29,405	30,122	30,839	31,556	32,273	717
5	29,696	30,499	31,302	32,105	32,908	33,711	34,514	35,317	36,120	36,923	803
6	31,311	32,206	33,101	33,996	34,891	35,786	36,681	37,576	38,471	39,366	895
7	33,797	34,791	35,785	36,779	37,773	38,767	39,761	40,755	41,749	42,743	994
8	35,228	36,329	37,430	38,531	39,632	40,733	41,834	42,935	44,036	45,137	1,101
9	37,694	38,910	40,126	41,342	42,558	43,774	44,990	46,206	47,422	48,638	1,216
10	41,510	42,849	44,188	45,527	46,866	48,205	49,544	50,883	52,222	53,561	1,339

Refer to Exhibits AA through EE for the applicable locality rates.

These rates are basic pay for the purpose of retirement, life insurance, promotions, reductions in grade, transfer or reassignment, and highest previous rate determinations.

The date of approval for this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 11

SPECIAL SALARY SCHEDULE
Positions Requiring Office Automation, Typing or Stenography Proficiency
2004

Locations: Positions at NRC Headquarters and Calvert County, MD
Annual Rates and Pay Steps

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
2	21,542	22,109	22,676	23,243	23,810	24,377	24,944	25,511	26,078	26,645	567
3	23,002	23,641	24,280	24,919	25,558	26,197	26,836	27,475	28,114	28,753	639
4	24,386	25,103	25,820	26,537	27,254	27,971	28,688	29,405	30,122	30,839	717
5	26,484	27,287	28,090	28,893	29,696	30,499	31,302	32,105	32,908	33,711	803
6	28,626	29,521	30,416	31,311	32,206	33,101	33,996	34,891	35,786	36,681	895
7	30,815	31,809	32,803	33,797	34,791	35,785	36,779	37,773	38,767	39,761	994

This schedule covers positions in occupational series that require full typing, office automation, data transcribing or stenographic proficiency for grades GG-2 through GG-7 in Headquarters and Calvert County, MD.

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates in this schedule. Locality pay is higher for GG-4, GG-5, GG-6 and GG-7 steps 1 through 10. For these steps and grades, see Exhibit P.

These rates are basic pay for the purpose of retirement, life insurance, promotion, reductions in grade, transfer, or reassignment and highest previous rate determinations.

The date of approval of this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 12

SPECIAL SALARY SCHEDULE
Positions Requiring Office Automation, Typing or Stenography Proficiency
2004

Locations: Positions in the Dallas, TX metropolitan area
Annual Rates and Pay Steps

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
2	20,975	21,542	22,109	22,676	23,243	23,810	24,377	24,944	25,511	26,078	567
3	22,363	23,002	23,641	24,280	24,919	25,558	26,197	26,836	27,475	28,114	639
4	23,669	24,386	25,103	25,820	26,537	27,254	27,971	28,688	29,405	30,122	717
5	25,681	26,484	27,287	28,090	28,893	29,696	30,499	31,302	32,105	32,908	803

This schedule covers positions in occupational series that require full typing, office automation, or stenographic proficiency for grades GG-2 through GG-5 in Dallas, TX and the surrounding metropolitan area.

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates in this schedule. Locality pay is higher for GG-3 steps 8 through 10, GG-4 steps 1 through 10, and GG-5 steps 1 through 10. For these steps and grades, see Exhibit E.

These rates are basic pay for the purpose of retirement, life insurance, promotion, reductions in grade, transfer, or reassignment and highest previous rate determinations.

The date of approval of this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 13

SPECIAL SALARY SCHEDULE
Positions Requiring Office Automation, Typing or Stenography Proficiency
2004

Locations: Positions in Cook, Lake, and DuPage counties, IL
Annual Rates and Pay Steps

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
2	20,408	20,975	21,542	22,109	22,676	23,243	23,810	24,377	24,944	25,511	567
3	21,724	22,363	23,002	23,641	24,280	24,919	25,558	26,197	26,836	27,475	639
4	24,386	25,103	25,820	26,537	27,254	27,971	28,688	29,405	30,122	30,839	717
5	26,484	27,287	28,090	28,893	29,696	30,499	31,302	32,105	32,908	33,711	803

This schedule covers positions in occupational series that require full typing, office automation, data transcribing or stenographic proficiency for grades GG-2 through GG-5 in Cook, Lake and DuPage counties, IL.

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates in this schedule. Locality pay (Exhibit C) is higher for all grades and steps (GG-2, GG-3, GG-4, and GG-5 steps 1 through 10). For these steps and grades, use Exhibit C.

These rates are basic pay for the purpose of retirement, life insurance, promotion, reductions in grade, transfer, or reassignment and highest previous rate determinations.

The date of approval of this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 14

SPECIAL SALARY SCHEDULE
Positions Requiring Office Automation, Typing or Stenography Proficiency
2004

Locations: Positions in Westchester, New York
Annual Rates and Pay Steps

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
2	22,109	22,676	23,243	23,810	24,377	24,944	25,511	26,078	26,645	27,212	567
3	24,280	24,919	25,558	26,197	26,836	27,475	28,114	28,753	29,392	30,031	639
4	25,820	26,537	27,254	27,971	28,688	29,405	30,122	30,839	31,556	32,273	717
5	27,287	28,090	28,893	29,696	30,499	31,302	32,105	32,908	33,711	34,514	803
6	28,626	29,521	30,416	31,311	32,206	33,101	33,996	34,891	35,786	36,681	895

This schedule covers positions in occupational series that require full typing, office automation, data transcribing or stenographic proficiency at grades GG-2 through GG-6 in Westchester, New York.

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates in this schedule. Locality pay is higher for GG-4, GG-5, and GG-6 steps 1 through 10. For these steps and grades, see Exhibit K.

These rates are basic pay for the purpose of retirement, life insurance, promotion, reductions in grade, transfer, or reassignment and highest previous rate determinations.

The date of approval of this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 15

SPECIAL SALARY SCHEDULE
Specific Non-Professional Support Positions
2004

Locations: Positions in Connecticut
Annual Rates and Pay Steps

Grade	Step 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
1	17,183	17,703	18,009	18,521	19,039	19,060	19,543	20,044	20,545	21,046	Varies
2	19,060	19,274	19,841	20,408	20,975	21,542	22,109	22,676	23,243	23,810	Varies
3	21,085	21,724	22,363	23,002	23,641	24,280	24,919	25,558	26,197	26,836	639
4	23,669	24,386	25,103	25,820	26,537	27,254	27,971	28,688	29,405	30,122	717
5	26,484	27,287	28,090	28,893	29,696	30,499	31,302	32,105	32,908	33,711	803
6	29,521	30,416	31,311	32,206	33,101	33,996	34,891	35,786	36,681	37,576	895

This schedule covers positions in occupational series that require full typing, office automation, data transcribing, stenographic or other special support proficiency at grades GG-2 through GG-6 in Connecticut.

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates in this schedule. Locality pay (Exhibit G) is higher for all grades and steps (GG-1 through GG-6, steps 1 through 10). Use Exhibit G.

These rates are basic pay for the purpose of retirement, life insurance, promotion, reductions in grade, transfer, or reassignment and highest previous rate determinations.

The date of approval of this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 16

SPECIAL SALARY SCHEDULE
Specific Non-Professional Support Positions
2004
Locations: Positions in Boston, MA and Surrounding Areas
Annual Rates and Pay Steps

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
2	22,109	22,676	23,243	23,810	24,377	24,944	25,511	26,078	26,645	27,212	567
3	23,641	24,280	24,919	25,558	26,197	26,836	27,475	28,114	28,753	29,392	639
4	25,103	25,820	26,537	27,254	27,971	28,688	29,405	30,122	30,839	31,556	717
5	26,484	27,287	28,090	28,893	29,696	30,499	31,302	32,105	32,908	33,711	803
6	28,626	29,521	30,416	31,311	32,206	33,101	33,996	34,891	35,786	36,681	895
7	30,815	31,809	32,803	33,797	34,791	35,785	36,779	37,773	38,767	39,761	994
8	34,127	35,228	36,329	37,430	38,531	39,632	40,733	41,834	42,935	44,036	1101

This schedule covers positions in occupational series that require full typing, office automation, data transcribing, stenographic or other special support proficiency at grades GG-2 through GG-8 in Boston, MA and surrounding areas.

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates in this schedule. Locality pay is higher for GG-4, GG-5, GG-6, GG-7, and GG-8 steps 1 through 10. For these steps and grades, see Exhibit B.

These rates are basic pay for the purpose of retirement, life insurance, promotion, reductions in grade, transfer, or reassignment and highest previous rate determinations.

The date of approval of this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 17

Wage Grade Schedule
AC-0027R DoD Civilian Personnel Management Service (AW)
Federal Wage System Regular and Special Production Facilitating Wage Rate Schedules
for the Washington, District of Columbia (DCB) Wage Area
Effective Date: October 19, 2003
Issue Date: March 15, 2004

WG-WL-WS	WG-Rates					WL-Rates					WS-WD-WN Rates					WD-WN
Grade	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	Level
1	9.09	9.47	9.84	10.22	10.60	10.00	10.42	10.83	11.25	11.67	15.42	16.05	16.69	17.34	17.98	
2	10.42	10.85	11.29	11.72	12.16	11.48	11.94	12.42	12.89	13.37	16.74	17.44	18.14	18.84	19.53	
3	11.75	12.24	12.73	13.22	13.72	12.92	13.46	14.01	14.54	15.08	18.08	18.83	19.58	20.34	21.09	1
4	13.09	13.63	14.17	14.72	15.27	14.40	15.00	15.59	16.20	16.80	19.42	20.22	21.02	21.84	22.64	2
5	14.43	15.03	15.64	16.23	16.84	15.88	16.53	17.19	17.86	18.52	20.75	21.62	22.49	23.35	24.21	3
6	15.76	16.42	17.08	17.74	18.39	17.34	18.06	18.78	19.50	20.22	22.09	23.01	23.93	24.85	25.77	4
7	17.10	17.81	18.52	19.23	19.95	18.81	19.59	20.38	21.16	21.94	23.43	24.40	25.37	26.35	27.32	5 1
8	18.40	19.09	19.88	20.67	21.40	20.26	21.08	21.89	22.78	23.61	24.59	25.55	26.57	27.66	28.66	6 2
9	19.39	20.26	21.02	21.83	22.66	21.36	22.25	23.11	24.06	24.97	25.59	26.66	27.75	28.82	29.88	7 3
10	20.48	21.35	22.23	23.08	23.93	22.55	23.48	24.40	25.38	26.32	26.69	27.79	28.87	29.98	31.11	8 4
11	21.55	22.50	23.40	24.30	25.17	23.71	24.73	25.72	26.74	27.70	27.33	28.48	29.62	30.77	31.91	9 5
12	22.64	23.60	24.53	25.49	26.42	24.87	25.92	26.99	27.99	29.05	28.20	29.37	30.55	31.73	32.93	10 6
13	23.70	24.66	25.69	26.71	27.66	26.07	27.19	28.26	29.36	30.44	29.10	30.31	31.52	32.73	33.94	11 7
14	24.77	25.81	26.84	27.87	28.93	27.27	28.40	29.56	30.70	31.83	29.92	31.16	32.41	33.66	34.90	8
15	25.85	26.92	27.99	29.11	30.15	28.47	29.64	30.86	32.03	33.22	30.87	32.16	33.44	34.72	36.01	9
WS-16											31.95	33.27	34.60	35.94	37.26	
WS-17											33.16	34.54	35.92	37.30	38.68	
WS-18											34.49	35.94	37.38	38.81	40.25	
WS-19											35.51	36.99	38.47	39.95	41.43	

Exhibit 18

Special Schedule for Printing & Litho (XP/XL/XS)
AC-0027P DoD Civilian Personnel Management Service (AW)
Federal Wage System Special Printing Schedules for Printing and Lithographic Occupations
for the Washington, District of Columbia (DCB) Wage Area
Effective Date: October 19, 2003
Issue Date: March 16, 2004

XP XL-XS Grade	XP-Rates			XL-Rates			XS-XD-XN Rates			XD-XN Pay Level	
	1	2	3	1	2	3	1	2	3		
1	9.79	10.20	10.60	10.77	11.22	11.67	16.60	17.29	17.98		
2	11.22	11.69	12.16	12.35	12.86	13.37	18.03	18.78	19.53		
3	12.66	13.19	13.72	13.91	14.50	15.08	19.46	20.27	21.09	1	
4	14.10	14.69	15.27	15.50	16.15	16.80	20.91	21.78	22.64	2	
5	15.54	16.19	16.84	17.10	17.81	18.52	22.35	23.28	24.21	3	
6	16.97	17.68	18.39	18.68	19.45	20.22	23.78	24.77	25.77	4	
7	18.42	19.19	19.95	20.25	21.10	21.94	25.21	26.27	27.32	5	1
8	19.75	20.58	21.40	21.79	22.70	23.61	26.44	27.55	28.66	6	2
9	20.92	21.80	22.66	23.05	24.01	24.97	27.58	28.73	29.88	7	3
10	22.09	23.01	23.93	24.29	25.31	26.32	28.71	29.91	31.11	8	4
11	23.83	24.83	25.82	26.21	27.31	28.41	29.45	30.68	31.91	9	5
12	25.65	26.72	27.78	28.21	29.39	30.57	30.40	31.67	32.93	10	6
13	27.45	28.60	29.74	30.20	31.46	32.71	31.33	32.64	33.94	11	7
14	29.26	30.49	31.71	32.20	33.53	34.87	32.21	33.56	34.90		8
15	31.07	32.36	33.66	34.18	35.60	37.02	33.23	34.62	36.01		9
XS-16							34.40	35.83	37.26		
XS-17							35.72	37.20	38.68		
XS-18							37.16	38.70	40.25		
XS-19							38.25	39.84	41.43		

Exhibit 19**SPECIAL SALARY SCHEDULE**

**NRC Entry-Level Engineering (GG-800 Group),
Scientific (1300), and Legal Positions
2004**

Location: Headquarters and Regional Offices

Annual Pay Rate

	Bachelor's Degree		Master's Degree	Ph.D/J.D. Degree
	Average Qualifications	Superior Qualifications		
All Engineering Series in the 800 Group and Scientific Disciplines in the 1300 Group	GG-5/10* (\$44,995)	GG-7/10* (\$51,281)	GG-9/7* (\$56,532)	GG-11/9* (\$68,409)
Honor Law Graduate	GG-11/9** (\$55,904)			

* Rates are from the Special Salary Schedule for the GG- 800 Engineering Group and the GG-1300 General Physical Science Group, Exhibit 8. Employees paid these special salary rates do not receive locality adjustments because the special salary rates are higher than corresponding locality rates in each locality area.

**This rate is from the General Salary Schedule, Exhibit 1. Employees paid this rate also receive locality adjustments. Check Exhibits A through Q for applicable locality rates.

The date of approval for this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 19 (continued)

**Special Salary Schedules for Professional Entry-Level
Engineering (GG-800 Group), Scientific (GG-1300 Group), and
Legal Positions**

Purpose

Establishes the special salary schedules for Entry-Level professional positions.

This special salary schedule has been established for NRC positions in programs for students graduating from or enrolled in accredited colleges and universities. Other Management Directive 10.41, Appendix 4130-C, pay exhibits cover salaries for positions not based on college recruitment. Normal pay setting rules such as locality adjustments (Exhibits A through Q) apply, as appropriate.

For the Entry-Level Program, related work experience will be a factor in determining salaries in addition to academic qualifications. Normally, a one-step increase (not to exceed the 10th step) will be allowed for each 6 months of related work experience.

Salary determinations for individuals with Bachelor's Degrees selected for Entry-Level Engineering (800 Group) or Scientific (1300 Group) positions are based also on scholastic achievements. Individuals qualify for appointments at the GG-7 step 10 based on superior qualifications defined as:

1. An overall Grade Point Average (GPA) of at least 2.85 on a 4.0 scale (GPA may not be rounded up to reach 2.85) or at least 3.5 in the major (GPA may not be rounded up to reach 3.5); or
2. Standing in the upper third of student's class; or
3. Election to membership in one of the national honorary scholastic societies; or
4. Other significant scholastic/academic achievements.

It is the student's responsibility to document superior qualifications by providing the appropriate NRC Program Coordinator with either a transcript, report card, or other official school document.

Exhibit 19 (continued)**Procedures for Career-Ladder Promotions for Entry-Level Employees at the GG-5/10 and GG-7/10 levels**

Promotions from GG-5/10 and GG-7/10 should be carried out using standard pay setting practices. Examples are provided below for movement from GG-5 to GG-7 (Example 1) and from GG-7 to GG-9 (Example 2).

Example 1

GG-5/10, entry level salary = \$44,995.

Add 2 steps to this figure, using the step interval for GG-5 from Exhibit 8
($\$830 \times 2 = \$1,660$)

$\$44,995 + \$1,660 = \$46,655$.

Find this amount on the GG-7 scale, (use Exhibit 8).

This amount falls between step 5 and step 6 of the GG-7 scale.

Promote the individual to the **GG-7 step 6 (\$47,173)**.

Example 2

GG-7/10, entry level salary = \$51,281.

Add 2 steps to this figure, using the step interval for the GG -7 from Exhibit 8
($\$1,027 \times 2 = \$2,054$).

$\$51,281 + \$2,054 = \$53,335$.

Find this amount on the GG-9 scale (use Exhibit 8).

This amount falls between step 4 and step 5 of the GG-9 scale.

Promote the individual to the **GG-9 step 5 (\$54,020)**.

Exhibit 20

SPECIAL SALARY SCHEDULE

**Student Career Experience Program Positions and
Student Temporary Employment Program Positions
(Engineering and Scientific Disciplines)
2004**

Location: Nationwide

Annual Pay Rates and Steps

Engineering and Scientific Disciplines	Semester Hours	Pay Rate	Annual Salary	Hourly Rates
Undergraduate Programs				
Sophomore	30 through 59	GG--4/5	\$24,386 plus locality*	\$11.68 plus locality*
Junior	60 through 89	GG-5/6	\$35,317**	\$16.92**
Senior	90 or more	GG-5/10	\$38,529**	\$18.46**
Graduate Programs				
	Undergraduate GPA below 2.85	GG-5/10	\$44,995***	\$21.56***
	Undergraduate GPA 2.85 and above	GG-7/10	\$51,281***	\$24.57***

*Rates are from the General Schedule, Exhibit 1. Refer to Exhibits A thru Q for applicable locality rates.

**Rates are from the Special Salary Schedule for Engineering and Scientific Positions, Table #0414 (See Exhibit 20-A). Locality rates are not applicable.

***Rates are from the NRC Special Salary Schedule for Engineers and Scientific Positions, Exhibit 8. Locality rates are not applicable.

The date of approval for this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 20-A

SPECIAL SALARY SCHEDULE

Student Career Experience Program Positions and Student Temporary Employment Program Positions
(Engineering and Scientific Disciplines)

2004

Location: Nationwide

ANNUAL Pay Rates and Steps

	Steps										Step
	1	2	3	4	5	6	7	8	9	10	Interval
GG-5	31,302	32,105	32,908	33,711	34,514	35,317	36,120	36,923	37,726	38,529	803

Extracted from OPM Special Salary Rate Table # 0414.

Employees paid from this schedule do not receive locality adjustments.

Exhibit 20-B

SPECIAL SALARY SCHEDULE

**Student Career Experience Program Positions and
Student Temporary Employment Program Positions
(Administrative and Management Disciplines)
2004**

Location: Nationwide

Annual Pay Rates and Steps

Administrative/ Management Disciplines	Semester Hours	Pay Rate	Annual Salary	Hourly Rates
Undergraduate Programs	30 through 89	GG--4/1	\$21,518 plus locality*	\$10.31 plus locality*
	90 or more	GG-5/1	\$24,075 plus locality*	\$11.54 plus locality*
Graduate Programs	Undergraduate GPA below 2.85	GG-5/1	\$24,075 plus locality*	\$11.54 plus locality*
	Undergraduate GPA 2.85 and above	GG-7/1	\$29,821 plus locality*	\$14.29 plus locality*

* Rates are from the General Schedule, Exhibit 1. Refer to Exhibits A thru Q for applicable locality rates.

Note: For positions in **Information Technology** series (1550 and 2210), see Exhibits 21-A through 21-C for applicable rates.

The date of approval for this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 20-C

**SPECIAL SALARY SCHEDULE
for
Student Career Experience Program Positions and
Student Temporary Employment Program Positions
(Law Clerk)**

2004

Location: Nationwide

Annual Pay Rates and Steps

	Semester Hours	Pay Rate	Annual Salary	Hourly Pay Rates
Law Clerk	30 through 49	GG-7/10	\$38,767 plus locality*	\$18.58 plus locality*
	50 through 60	GG-9/8	\$44,990 plus locality*	\$21.56 plus locality*

*Rates are from the General Schedule, Exhibit 1. Refer to Exhibits A thru Q for applicable locality rates.

The date of approval for this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 20-D**SPECIAL SALARY SCHEDULE**

**Student Career Experience Program Positions and
Student Temporary Employment Program Positions
(Clerical)
2004**

Location: Nationwide

Annual Pay Rates and Steps

	Semester Hours	Pay Rate	Annual Salary	Hourly Rates
Clerical (Typing)			Basic pay may be from the General Schedule (Exhibit 1) or applicable special salary rates for positions requiring typing (Exhibits 11 through 16). Employees receive locality adjustments (Exhibits A through Q) when the locality rate is higher than the special rate.	
No Work Experience	High School Student	GG-1/1		
	High School Graduate	GG-2/1		
6 months Work Experience	OR 1 year of college credits (1 to 29)	GG-3/1		
1 Year of Work Experience	OR 2 years of college credits (30 to 60)	GG-4/1		
Clerk (No typing)				
No Work Experience	High School Student	GG-1/1	\$15,625 plus locality*	\$7.49 plus locality*
	High School Graduate	GG-2/1	\$17,568 plus locality*	\$8.42 plus locality*
6 months Work Experience	OR 1 year of college credits (1 to 29)	GG-3/1	\$19,168 plus locality*	\$9.18 plus locality*
1 Year of Work Experience	OR 2 years of college credits (30 to 60)	GG-4/1	\$21,518 plus locality*	\$10.31 plus locality*

* Rates are from the General Schedule, Exhibit 1. Refer to Exhibits A through Q for applicable locality rate.

The date of approval for this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 20 (continued)**Special Salary Schedules for Positions in the Student Career Experience Program and the Student Temporary Employment Program****Purpose:**

Establishes special salary schedules for individuals who are:

- Enrolled or who have been accepted for enrollment (during the upcoming semester, quarter, etc.) as degree-seeking (diploma, certificate) students and taking at least a half-time academic, vocational, or technical course load in accredited high schools, technical or vocational schools, two-year or four-year colleges or universities, or graduate or professional schools; and
- Working at NRC Headquarters or Regional Offices in Student Career Experience Program (SCEP) positions (formerly referred to as the Cooperative Education Program, i.e., Co-op) or Student Temporary Employment Program (STEP) positions.

Please note that sons and daughters (including stepsons and stepdaughters) of NRC employees, or of any employee of another agency who is assigned to the NRC, normally may not be appointed to the SCEP or STEP programs. Further information on nepotism restrictions, as well as on age restrictions and other aspects of the SCEP and STEP programs, is contained in Management Directive 10.13.

Academic credit hours specified in Exhibit 20 are semester hours. Credit from schools using the quarter system will be converted to semester hours by multiplying the number of quarter hours earned by two-thirds.

In order to be placed in or advanced to a higher grade or step, the student is responsible for documenting earned credit hours by providing either a transcript, report card, or other official school document. Grade determinations must be supported by position descriptions.

SCEP Positions:

The SCEP provides students experience that is directly related to their educational program and career goals and allows for their noncompetitive conversion to NRC Regular (Excepted) Appointments after they complete course work and career-related work requirements.

Exhibit 20 (continued)

Related work experience will be a factor in determining salaries in addition to academic qualifications. Normally, a one-step increase (not to exceed the 10th step) will be allowed for each 6 months of related work experience.

STEP Positions:

The STEP provides students experience in temporary positions in the occupations and grades identified (any occupations not reflected in the described categories will be decided on a case-by-case basis). Duties do not have to be related to the student's educational program or career goals. The STEP does not allow for noncompetitive conversion to NRC Regular (Excepted) Appointments.

Exhibit 21-A

IT Schedule: Headquarters, Region I & Region IV

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
5	33,705	34,829	35,953	37,078	38,202	39,326	40,450	41,574	42,699	43,823	VARIES
7	40,258	41,600	42,942	44,284	45,626	46,968	48,310	49,652	50,994	52,335	VARIES
9	47,421	49,002	50,583	52,164	53,745	55,325	56,906	58,487	60,068	61,649	VARIES
11	52,963	54,728	56,494	58,259	60,024	61,789	63,554	65,320	67,085	68,850	VARIES
12	60,834	62,861	64,889	66,916	68,944	70,971	72,999	75,026	77,053	79,081	VARIES
13*	66,050	68,252	70,454	72,656	74,858	77,060	79,261	81,463	83,665	85,867	VARIES

Occupation(s):	0334	COMPUTER SPECIALIST
	1550	COMPUTER SCIENCE SPECIALIST
	2210	INFORMATION TECHNOLOGY MANAGER

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates in this schedule. Check Exhibits A through Q for applicable locality rates.

*At GG-13, the IT special rates are lower than the corresponding locality pay rates in each locality pay area. Therefore, employees will receive the higher locality pay rates in all cases.

The date of approval for this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 21-B

IT Schedule: Region II

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
5	33,224	34,332	35,440	36,548	37,656	38,764	39,872	40,980	42,089	43,197	VARIES
7	39,662	40,984	42,306	43,628	44,950	46,272	47,594	48,916	50,238	51,560	1322
9	47,421	49,002	50,583	52,164	53,745	55,325	56,906	58,487	60,068	61,649	VARIES
11	52,080	53,816	55,552	57,288	59,024	60,759	62,495	64,231	65,967	67,703	VARIES
12	59,776	61,768	63,760	65,752	67,745	69,737	71,729	73,721	75,713	77,706	VARIES
13*	64,792	66,952	69,112	71,272	73,432	75,592	77,752	79,912	82,071	84,231	VARIES

Occupation(s):	0334	COMPUTER SPECIALIST
	1550	COMPUTER SCIENCE SPECIALIST
	2210	INFORMATION TECHNOLOGY MANAGER

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates in this schedule. Check Exhibits A through Q for applicable locality rates.

*At GG-13, the IT special rates are lower than the corresponding locality pay rates in each locality pay area. Therefore, employees will receive the higher locality pay rates in all cases.

The date of approval for this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit 21-C

IT Schedule: Region III

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	Step Interval
05	34,427	35,576	36,724	37,872	39,020	40,169	41,317	42,465	43,614	44,762	VARIES
07	41,153	42,525	43,896	45,268	46,640	48,012	49,383	50,755	52,127	53,498	VARIES
09	48,516	50,133	51,750	53,368	54,985	56,602	58,219	59,837	61,454	63,071	VARIES
11	54,287	56,097	57,906	59,715	61,525	63,334	65,143	66,953	68,762	70,571	VARIES
12	62,421	64,501	66,582	68,662	70,742	72,823	74,903	76,983	79,064	81,144	VARIES
13	67,937	70,202	72,467	74,732	76,996	79,261	81,526	83,791	86,055	88,320	VARIES

Occupation(s):	0334	COMPUTER SPECIALIST
	1550	COMPUTER SCIENCE SPECIALIST
	2210	INFORMATION TECHNOLOGY MANAGER

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates in this schedule. Check Exhibits A through Q for applicable locality rates.

*At GG-13, the IT special rates are lower than the corresponding locality pay rates in each locality pay area. Therefore, employees will receive the higher locality pay rates in all cases.

The date of approval for this schedule is January 6, 2004, and the effective date is January 11, 2004.

Exhibit A

SALARY TABLE 2004-ATL

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 12.61%
FOR THE LOCALITY PAY AREA OF ATLANTA, GA

(Total Increase: 4.33%)

Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,595	18,182	18,768	19,350	19,935	20,280	20,856	21,440	21,463	22,007
2	19,783	20,253	20,908	21,463	21,704	22,343	22,981	23,620	24,258	24,897
3	21,585	22,305	23,024	23,744	24,463	25,183	25,903	26,622	27,342	28,061
4	24,231	25,039	25,846	26,654	27,461	28,268	29,076	29,883	30,691	31,498
5	27,111	28,015	28,919	29,824	30,728	31,632	32,536	33,441	34,345	35,249
6	30,220	31,228	32,236	33,244	34,251	35,259	36,267	37,275	38,283	39,291
7	33,581	34,701	35,820	36,939	38,059	39,178	40,297	41,417	42,536	43,656
8	37,191	38,430	39,670	40,910	42,150	43,390	44,630	45,869	47,109	48,349
9	41,078	42,447	43,817	45,186	46,555	47,925	49,294	50,663	52,033	53,402
10	45,237	46,744	48,252	49,760	51,268	52,776	54,284	55,791	57,299	58,807
11	49,702	51,358	53,015	54,671	56,328	57,984	59,641	61,297	62,953	64,610
12	59,570	61,555	63,540	65,526	67,511	69,496	71,481	73,467	75,452	77,437
13	70,837	73,199	75,560	77,922	80,283	82,644	85,006	87,367	89,729	92,090
14	83,709	86,499	89,290	92,080	94,871	97,661	100,451	103,242	106,032	108,823
15	98,465	101,748	105,030	108,313	111,595	114,878	118,161	121,443	124,726	128,008

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit B

SALARY TABLE 2004-BOS

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 16.99%
FOR THE LOCALITY PAY AREA OF BOSTON-WORCESTER-LAWRENCE, MA-NH-ME-CT-RI
(INCLUDING THE STATE OF RHODE ISLAND AND ALL OF BRISTOL COUNTY, MA)
(Total Increase 4.48%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	18,280	18,889	19,498	20,102	20,711	21,069	21,668	22,274	22,298	22,863
2	20,553	21,041	21,722	22,298	22,549	23,212	23,875	24,539	25,202	25,865
3	22,425	23,172	23,920	24,667	25,415	26,162	26,910	27,658	28,405	29,153
4	25,174	26,013	26,852	27,690	28,529	29,368	30,207	31,046	31,884	32,723
5	28,165	29,105	30,044	30,984	31,923	32,862	33,802	34,741	35,681	36,620
6	31,395	32,442	33,490	34,537	35,584	36,631	37,678	38,725	39,772	40,819
7	34,888	36,050	37,213	38,376	39,539	40,702	41,865	43,028	44,191	45,354
8	38,637	39,925	41,213	42,501	43,789	45,077	46,365	47,654	48,942	50,230
9	42,676	44,098	45,521	46,943	48,366	49,789	51,211	52,634	54,056	55,479
10	46,996	48,563	50,129	51,696	53,262	54,829	56,395	57,962	59,528	61,095
11	51,635	53,356	55,077	56,797	58,518	60,239	61,960	63,681	65,402	67,123
12	61,887	63,949	66,012	68,074	70,137	72,199	74,262	76,324	78,387	80,449
13	73,593	76,046	78,499	80,952	83,406	85,859	88,312	90,766	93,219	95,672
14	86,965	89,864	92,763	95,662	98,561	101,460	104,359	107,258	110,157	113,056
15	102,295	105,705	109,115	112,526	115,936	119,346	122,756	126,167	129,577	132,987

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit C

SALARY TABLE 2004-CHI

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 18.26%
FOR THE LOCALITY PAY AREA OF CHICAGO-GARY-KENOSHA, IL-IN-WI
(Total Increase 4.57%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	18,478	19,094	19,709	20,321	20,936	21,297	21,903	22,516	22,540	23,112
2	20,776	21,269	21,957	22,540	22,793	23,464	24,135	24,805	25,476	26,146
3	22,668	23,424	24,179	24,935	25,691	26,446	27,202	27,958	28,714	29,469
4	25,447	26,295	27,143	27,991	28,839	29,687	30,535	31,383	32,231	33,079
5	28,471	29,421	30,370	31,320	32,270	33,219	34,169	35,118	36,068	37,018
6	31,736	32,795	33,853	34,912	35,970	37,028	38,087	39,145	40,204	41,262
7	35,266	36,442	37,617	38,793	39,968	41,144	42,319	43,495	44,670	45,846
8	39,057	40,359	41,661	42,963	44,265	45,567	46,869	48,171	49,473	50,775
9	43,139	44,577	46,015	47,453	48,891	50,329	51,767	53,205	54,643	56,081
10	47,506	49,090	50,673	52,257	53,840	55,424	57,007	58,591	60,174	61,758
11	52,195	53,935	55,674	57,414	59,154	60,893	62,633	64,372	66,112	67,852
12	62,558	64,643	66,728	68,813	70,898	72,983	75,068	77,153	79,238	81,323
13	74,391	76,871	79,351	81,831	84,311	86,791	89,271	91,751	94,231	96,711
14	87,909	90,839	93,770	96,700	99,631	102,561	105,491	108,422	111,352	114,283
15	103,405	106,853	110,300	113,747	117,194	120,642	124,089	127,536	130,984	134,431

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit D

SALARY TABLE 2004-CLE

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 13.14%
FOR THE LOCALITY PAY AREA OF CLEVELAND-AKRON, OH
(Total Increase 4.21%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,678	18,268	18,856	19,441	20,029	20,375	20,955	21,541	21,564	22,111
2	19,876	20,348	21,007	21,564	21,807	22,448	23,090	23,731	24,373	25,014
3	21,687	22,410	23,133	23,856	24,579	25,301	26,024	26,747	27,470	28,193
4	24,345	25,157	25,968	26,779	27,590	28,402	29,213	30,024	30,835	31,646
5	27,238	28,147	29,055	29,964	30,873	31,781	32,690	33,598	34,507	35,415
6	30,362	31,375	32,387	33,400	34,413	35,425	36,438	37,450	38,463	39,476
7	33,739	34,864	35,989	37,113	38,238	39,363	40,487	41,612	42,736	43,861
8	37,366	38,611	39,857	41,103	42,348	43,594	44,840	46,085	47,331	48,577
9	41,271	42,647	44,023	45,399	46,774	48,150	49,526	50,902	52,277	53,653
10	45,449	46,964	48,479	49,994	51,509	53,024	54,539	56,054	57,569	59,084
11	49,935	51,600	53,264	54,928	56,593	58,257	59,921	61,585	63,250	64,914
12	59,850	61,845	63,839	65,834	67,829	69,823	71,818	73,813	75,807	77,802
13	71,171	73,543	75,916	78,288	80,661	83,033	85,406	87,779	90,151	92,524
14	84,103	86,906	89,710	92,513	95,317	98,121	100,924	103,728	106,531	109,335
15	98,928	102,227	105,525	108,823	112,121	115,419	118,717	122,015	125,313	128,611

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit E

SALARY TABLE 2004-DFW

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 13.85%
FOR THE LOCALITY PAY AREA OF DALLAS-FORT WORTH, TX
(Total Increase 4.30%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,789	18,382	18,974	19,563	20,155	20,503	21,086	21,676	21,700	22,250
2	20,001	20,476	21,139	21,700	21,943	22,589	23,235	23,880	24,526	25,171
3	21,823	22,550	23,278	24,005	24,733	25,460	26,188	26,915	27,643	28,370
4	24,498	25,315	26,131	26,947	27,763	28,580	29,396	30,212	31,029	31,845
5	27,409	28,324	29,238	30,152	31,066	31,980	32,895	33,809	34,723	35,637
6	30,553	31,572	32,591	33,610	34,629	35,648	36,667	37,685	38,704	39,723
7	33,951	35,083	36,215	37,346	38,478	39,610	40,741	41,873	43,005	44,136
8	37,600	38,854	40,107	41,361	42,614	43,868	45,121	46,375	47,628	48,881
9	41,530	42,915	44,299	45,683	47,068	48,452	49,837	51,221	52,606	53,990
10	45,735	47,259	48,784	50,308	51,832	53,357	54,881	56,406	57,930	59,455
11	50,249	51,924	53,598	55,273	56,948	58,623	60,297	61,972	63,647	65,321
12	60,226	62,233	64,240	66,247	68,254	70,261	72,269	74,276	76,283	78,290
13	71,617	74,005	76,392	78,780	81,167	83,555	85,942	88,329	90,717	93,104
14	84,630	87,452	90,273	93,094	95,915	98,736	101,558	104,379	107,200	110,021
15	99,549	102,868	106,187	109,505	112,824	116,143	119,462	122,780	126,099	129,418

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit F

SALARY TABLE 2004-DET

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 18.32%
FOR THE LOCALITY PAY AREA OF DETROIT-ANN ARBOR-FLINT, MI
(Total Increase 4.51%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	18,488	19,104	19,719	20,331	20,946	21,308	21,914	22,527	22,552	23,123
2	20,786	21,280	21,968	22,552	22,805	23,476	24,147	24,818	25,488	26,159
3	22,680	23,436	24,192	24,948	25,704	26,460	27,216	27,972	28,728	29,484
4	25,460	26,308	27,157	28,005	28,854	29,702	30,550	31,399	32,247	33,095
5	28,486	29,436	30,386	31,336	32,286	33,236	34,186	35,136	36,086	37,037
6	31,752	32,811	33,870	34,929	35,988	37,047	38,106	39,165	40,224	41,283
7	35,284	36,460	37,636	38,813	39,989	41,165	42,341	43,517	44,693	45,869
8	39,076	40,379	41,682	42,984	44,287	45,590	46,893	48,195	49,498	50,801
9	43,161	44,600	46,038	47,477	48,916	50,355	51,793	53,232	54,671	56,110
10	47,530	49,115	50,699	52,283	53,868	55,452	57,036	58,620	60,205	61,789
11	52,222	53,962	55,703	57,443	59,184	60,924	62,665	64,405	66,146	67,886
12	62,590	64,676	66,762	68,848	70,934	73,020	75,106	77,192	79,278	81,364
13	74,429	76,910	79,392	81,873	84,354	86,835	89,316	91,797	94,279	96,760
14	87,953	90,885	93,817	96,749	99,681	102,613	105,545	108,477	111,409	114,341
15	103,458	106,907	110,356	113,805	117,254	120,703	124,152	127,601	131,050	134,499

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit G

SALARY TABLE 2004-HAR

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 17.87%
FOR THE LOCALITY PAY AREA OF HARTFORD, CT
(INCLUDING ALL OF NEW LONDON COUNTY, CT)
(Total Increase 4.75%)

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	18,417	19,031	19,644	20,254	20,867	21,227	21,831	22,441	22,466	23,035
2	20,707	21,199	21,885	22,466	22,718	23,387	24,055	24,723	25,392	26,060
3	22,593	23,347	24,100	24,853	25,606	26,359	27,112	27,866	28,619	29,372
4	25,363	26,208	27,054	27,899	28,744	29,589	30,434	31,279	32,124	32,969
5	28,377	29,324	30,270	31,217	32,163	33,110	34,056	35,003	35,949	36,896
6	31,632	32,687	33,741	34,796	35,851	36,906	37,961	39,016	40,071	41,126
7	35,150	36,322	37,493	38,665	39,837	41,008	42,180	43,351	44,523	45,695
8	38,928	40,225	41,523	42,821	44,119	45,416	46,714	48,012	49,310	50,607
9	42,997	44,430	45,863	47,297	48,730	50,163	51,596	53,030	54,463	55,896
10	47,350	48,928	50,506	52,084	53,663	55,241	56,819	58,398	59,976	61,554
11	52,023	53,757	55,491	57,225	58,959	60,692	62,426	64,160	65,894	67,628
12	62,352	64,430	66,508	68,586	70,664	72,742	74,820	76,898	78,976	81,054
13	74,146	76,618	79,090	81,561	84,033	86,505	88,977	91,448	93,920	96,392
14	87,619	90,539	93,460	96,381	99,302	102,223	105,144	108,064	110,985	113,906
15	103,064	106,500	109,936	113,372	116,808	120,244	123,680	127,116	130,552	133,988

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit H

SALARY TABLE 2004-HNT

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 11.49%
FOR THE LOCALITY PAY AREA OF HUNTSVILLE, AL
(Total Increase 4.03%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,420	18,001	18,581	19,157	19,737	20,078	20,649	21,227	21,250	21,788
2	19,587	20,051	20,700	21,250	21,489	22,121	22,753	23,385	24,017	24,649
3	21,370	22,083	22,795	23,508	24,220	24,933	25,645	26,357	27,070	27,782
4	23,990	24,790	25,589	26,389	27,188	27,987	28,787	29,586	30,385	31,185
5	26,841	27,736	28,632	29,527	30,422	31,318	32,213	33,108	34,003	34,899
6	29,919	30,917	31,915	32,913	33,911	34,909	35,906	36,904	37,902	38,900
7	33,247	34,356	35,464	36,572	37,680	38,788	39,897	41,005	42,113	43,221
8	36,821	38,048	39,276	40,503	41,731	42,958	44,186	45,413	46,641	47,868
9	40,669	42,025	43,381	44,736	46,092	47,448	48,804	50,159	51,515	52,871
10	44,787	46,279	47,772	49,265	50,758	52,251	53,744	55,237	56,729	58,222
11	49,207	50,847	52,487	54,127	55,767	57,407	59,047	60,687	62,327	63,967
12	58,977	60,943	62,908	64,874	66,839	68,805	70,771	72,736	74,702	76,667
13	70,133	72,471	74,809	77,147	79,485	81,823	84,160	86,498	88,836	91,174
14	82,876	85,639	88,402	91,164	93,927	96,690	99,452	102,215	104,978	107,741
15	97,486	100,736	103,986	107,236	110,485	113,735	116,985	120,235	123,485	126,735

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit 1

SALARY TABLE 2004-MFL

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 15.54%
FOR THE LOCALITY PAY AREA OF MIAMI-FORT LAUDERDALE, FL

(Total Increase 4.26%)

Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	18,053	18,655	19,256	19,853	20,454	20,808	21,399	21,998	22,022	22,580
2	20,298	20,780	21,452	22,022	22,269	22,924	23,579	24,235	24,890	25,545
3	22,147	22,885	23,623	24,362	25,100	25,838	26,577	27,315	28,053	28,791
4	24,862	25,690	26,519	27,347	28,176	29,004	29,832	30,661	31,489	32,318
5	27,816	28,744	29,672	30,600	31,527	32,455	33,383	34,311	35,239	36,166
6	31,006	32,040	33,074	34,109	35,143	36,177	37,211	38,245	39,279	40,313
7	34,455	35,604	36,752	37,901	39,049	40,198	41,346	42,494	43,643	44,791
8	38,158	39,430	40,702	41,975	43,247	44,519	45,791	47,063	48,335	49,607
9	42,147	43,552	44,957	46,362	47,767	49,172	50,576	51,981	53,386	54,791
10	46,414	47,961	49,508	51,055	52,602	54,149	55,696	57,243	58,790	60,337
11	50,995	52,694	54,394	56,094	57,793	59,493	61,192	62,892	64,591	66,291
12	61,120	63,156	65,193	67,230	69,267	71,304	73,341	75,378	77,415	79,452
13	72,680	75,103	77,526	79,949	82,372	84,795	87,218	89,641	92,063	94,486
14	85,887	88,750	91,613	94,476	97,339	100,202	103,065	105,928	108,791	111,654
15	101,027	104,395	107,763	111,131	114,499	117,867	121,235	124,603	127,971	131,339

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit J

SALARY TABLE 2004-MSP

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 14.75%
FOR THE LOCALITY PAY AREA OF MINNEAPOLIS-ST PAUL, MN-WI
(Total Increase 4.44%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,930	18,528	19,124	19,717	20,314	20,665	21,253	21,847	21,871	22,426
2	20,159	20,638	21,308	21,871	22,117	22,768	23,418	24,069	24,719	25,370
3	21,995	22,729	23,462	24,195	24,928	25,662	26,395	27,128	27,861	28,595
4	24,692	25,515	26,337	27,160	27,983	28,806	29,628	30,451	31,274	32,097
5	27,626	28,548	29,469	30,390	31,312	32,233	33,155	34,076	34,998	35,919
6	30,794	31,821	32,848	33,875	34,902	35,929	36,956	37,983	39,010	40,037
7	34,220	35,360	36,501	37,641	38,782	39,923	41,063	42,204	43,345	44,485
8	37,897	39,161	40,424	41,688	42,951	44,214	45,478	46,741	48,005	49,268
9	41,859	43,254	44,649	46,045	47,440	48,835	50,231	51,626	53,021	54,417
10	46,096	47,633	49,169	50,706	52,242	53,779	55,315	56,852	58,388	59,925
11	50,646	52,334	54,022	55,710	57,398	59,086	60,774	62,462	64,150	65,838
12	60,702	62,725	64,748	66,771	68,794	70,817	72,840	74,863	76,886	78,909
13	72,183	74,590	76,996	79,402	81,809	84,215	86,621	89,028	91,434	93,840
14	85,299	88,143	90,986	93,830	96,673	99,517	102,360	105,204	108,047	110,891
15	100,336	103,681	107,026	110,371	113,716	117,061	120,406	123,751	127,096	130,441

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit K

SALARY TABLE 2004-NY

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 19.29%
FOR THE LOCALITY PAY AREA OF NEW YORK-NORTHERN NEW JERSEY-LONG ISLAND, NY-NJ-CT-PA
(Total Increase 4.86%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	18,639	19,261	19,881	20,498	21,118	21,483	22,094	22,712	22,737	23,313
2	20,957	21,454	22,149	22,737	22,992	23,668	24,345	25,021	25,697	26,374
3	22,866	23,628	24,390	25,152	25,915	26,677	27,439	28,201	28,964	29,726
4	25,669	26,524	27,379	28,235	29,090	29,945	30,801	31,656	32,511	33,367
5	28,719	29,677	30,635	31,593	32,551	33,509	34,466	35,424	36,382	37,340
6	32,013	33,080	34,148	35,216	36,283	37,351	38,419	39,486	40,554	41,621
7	35,573	36,759	37,945	39,131	40,316	41,502	42,688	43,874	45,059	46,245
8	39,397	40,710	42,023	43,337	44,650	45,964	47,277	48,590	49,904	51,217
9	43,515	44,965	46,416	47,866	49,317	50,767	52,218	53,669	55,119	56,570
10	47,920	49,517	51,115	52,712	54,309	55,906	57,504	59,101	60,698	62,296
11	52,650	54,405	56,159	57,914	59,669	61,424	63,178	64,933	66,688	68,443
12	63,103	65,206	67,309	69,412	71,516	73,619	75,722	77,825	79,928	82,031
13	75,039	77,541	80,042	82,544	85,045	87,547	90,048	92,550	95,051	97,553
14	88,674	91,630	94,586	97,542	100,498	103,454	106,410	109,366	112,322	115,278
15	104,306	107,783	111,261	114,738	118,215	121,693	125,170	128,647	132,124	135,602

NOTE: Locality rates of pay are considered basic pay only for certain purposes—see 5 C.F.R 531.606(2)(b).

Exhibit L

SALARY TABLE 2004-PHL

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 15.32%
FOR THE LOCALITY PAY AREA OF PHILADELPHIA-WILMINGTON-ATLANTIC CITY, PA-NJ-DE-MD
(Total Increase 4.41%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	18,019	18,620	19,219	19,815	20,415	20,768	21,358	21,956	21,980	22,537
2	20,259	20,740	21,411	21,980	22,227	22,881	23,535	24,188	24,842	25,496
3	22,105	22,841	23,578	24,315	25,052	25,789	26,526	27,263	28,000	28,737
4	24,815	25,641	26,468	27,295	28,122	28,949	29,776	30,602	31,429	32,256
5	27,763	28,689	29,615	30,541	31,467	32,393	33,319	34,245	35,171	36,097
6	30,947	31,979	33,012	34,044	35,076	36,108	37,140	38,172	39,204	40,236
7	34,390	35,536	36,682	37,828	38,975	40,121	41,267	42,414	43,560	44,706
8	38,086	39,355	40,625	41,895	43,164	44,434	45,704	46,973	48,243	49,513
9	42,066	43,469	44,871	46,273	47,676	49,078	50,480	51,882	53,285	54,687
10	46,325	47,869	49,413	50,958	52,502	54,046	55,590	57,134	58,678	60,222
11	50,898	52,594	54,290	55,987	57,683	59,379	61,076	62,772	64,468	66,165
12	61,003	63,036	65,069	67,102	69,135	71,169	73,202	75,235	77,268	79,301
13	72,542	74,960	77,379	79,797	82,215	84,633	87,052	89,470	91,888	94,306
14	85,723	88,581	91,438	94,296	97,154	100,011	102,869	105,727	108,584	111,442
15	100,835	104,196	107,558	110,919	114,281	117,643	121,004	124,366	127,727	131,089

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit M

SALARY TABLE 2004-PIT

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 11.92%
FOR THE LOCALITY PAY AREA OF PITTSBURGH, PA
(Total Increase 4.00%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,488	18,071	18,653	19,231	19,813	20,156	20,729	21,308	21,332	21,873
2	19,662	20,129	20,780	21,332	21,571	22,206	22,841	23,475	24,110	24,744
3	21,453	22,168	22,883	23,598	24,314	25,029	25,744	26,459	27,174	27,889
4	24,083	24,885	25,688	26,490	27,293	28,095	28,898	29,700	30,503	31,305
5	26,945	27,843	28,742	29,641	30,540	31,438	32,337	33,236	34,134	35,033
6	30,035	31,037	32,038	33,040	34,042	35,043	36,045	37,047	38,048	39,050
7	33,376	34,488	35,601	36,713	37,826	38,938	40,051	41,163	42,276	43,388
8	36,963	38,195	39,427	40,659	41,892	43,124	44,356	45,588	46,821	48,053
9	40,826	42,187	43,548	44,909	46,270	47,631	48,992	50,353	51,714	53,075
10	44,959	46,458	47,957	49,455	50,954	52,452	53,951	55,450	56,948	58,447
11	49,397	51,043	52,690	54,336	55,982	57,629	59,275	60,921	62,568	64,214
12	59,205	61,178	63,151	65,124	67,097	69,070	71,043	73,017	74,990	76,963
13	70,403	72,750	75,097	77,444	79,791	82,138	84,485	86,832	89,179	91,526
14	83,196	85,969	88,742	91,516	94,289	97,063	99,836	102,609	105,383	108,156
15	97,862	101,124	104,387	107,649	110,912	114,174	117,437	120,699	123,961	127,224

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit N

SALARY TABLE 2004-SAC

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 15.18%
FOR THE LOCALITY PAY AREA OF SACRAMENTO-YOLO, CA
(Total Increase 4.41%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,997	18,597	19,196	19,791	20,390	20,743	21,332	21,929	21,953	22,510
2	20,235	20,715	21,385	21,953	22,200	22,853	23,506	24,159	24,812	25,465
3	22,078	22,814	23,550	24,286	25,022	25,758	26,494	27,230	27,966	28,702
4	24,784	25,610	26,436	27,262	28,088	28,914	29,739	30,565	31,391	32,217
5	27,730	28,654	29,579	30,504	31,429	32,354	33,279	34,204	35,129	36,054
6	30,910	31,941	32,971	34,002	35,033	36,064	37,095	38,126	39,157	40,187
7	34,348	35,493	36,638	37,782	38,927	40,072	41,217	42,362	43,507	44,652
8	38,039	39,307	40,576	41,844	43,112	44,380	45,648	46,916	48,184	49,453
9	42,015	43,416	44,817	46,217	47,618	49,018	50,419	51,819	53,220	54,621
10	46,269	47,811	49,353	50,896	52,438	53,980	55,523	57,065	58,607	60,149
11	50,836	52,530	54,224	55,919	57,613	59,307	61,002	62,696	64,390	66,085
12	60,929	62,960	64,990	67,021	69,052	71,082	73,113	75,143	77,174	79,205
13	72,454	74,869	77,285	79,700	82,115	84,531	86,946	89,361	91,777	94,192
14	85,619	88,473	91,327	94,182	97,036	99,890	102,744	105,598	108,452	111,306
15	100,712	104,070	107,427	110,785	114,142	117,500	120,857	124,215	127,572	130,930

NOTE: Locality rates of pay are considered basic pay only for certain purposes—see 5 C.F.R 531.606(2)(b).

Exhibit O

SALARY TABLE 2004-SD

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 16.16%
FOR THE LOCALITY PAY AREA OF SAN DIEGO, CA
(Total Increase 4.58%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	18,150	18,755	19,359	19,960	20,564	20,919	21,514	22,116	22,140	22,701
2	20,407	20,891	21,567	22,140	22,389	23,047	23,706	24,365	25,023	25,682
3	22,266	23,008	23,750	24,492	25,235	25,977	26,719	27,461	28,204	28,946
4	24,995	25,828	26,661	27,494	28,327	29,160	29,993	30,825	31,658	32,491
5	27,966	28,898	29,831	30,764	31,697	32,629	33,562	34,495	35,428	36,360
6	31,173	32,212	33,252	34,292	35,331	36,371	37,410	38,450	39,490	40,529
7	34,640	35,795	36,949	38,104	39,259	40,413	41,568	42,722	43,877	45,032
8	38,363	39,642	40,921	42,200	43,479	44,758	46,037	47,315	48,594	49,873
9	42,373	43,785	45,198	46,610	48,023	49,435	50,848	52,260	53,673	55,085
10	46,663	48,218	49,773	51,329	52,884	54,440	55,995	57,550	59,106	60,661
11	51,268	52,977	54,686	56,395	58,103	59,812	61,521	63,229	64,938	66,647
12	61,447	63,495	65,543	67,591	69,639	71,687	73,735	75,783	77,831	79,879
13	73,070	75,506	77,942	80,378	82,814	85,250	87,686	90,122	92,557	94,993
14	86,348	89,226	92,104	94,983	97,861	100,740	103,618	106,497	109,375	112,254
15	101,569	104,955	108,341	111,727	115,113	118,499	121,886	125,272	128,658	132,044

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit P

SALARY TABLE 2004-DCB

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 14.63%
FOR THE LOCALITY PAY AREA OF WASHINGTON-BALTIMORE, DC-MD-VA-WV
(INCLUDING ST. MARY'S COUNTY, MD)
(Total Increase 4.42%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,911	18,508	19,104	19,697	20,293	20,644	21,231	21,824	21,848	22,402
2	20,138	20,616	21,283	21,848	22,094	22,744	23,394	24,044	24,694	25,344
3	21,972	22,705	23,437	24,170	24,902	25,635	26,367	27,100	27,832	28,565
4	24,666	25,488	26,310	27,132	27,954	28,776	29,597	30,419	31,241	32,063
5	27,597	28,518	29,438	30,359	31,279	32,200	33,120	34,041	34,961	35,881
6	30,762	31,788	32,814	33,840	34,866	35,892	36,918	37,944	38,970	39,996
7	34,184	35,323	36,463	37,602	38,742	39,881	41,020	42,160	43,299	44,439
8	37,858	39,120	40,382	41,644	42,906	44,168	45,430	46,692	47,954	49,216
9	41,815	43,209	44,603	45,996	47,390	48,784	50,178	51,572	52,966	54,360
10	46,048	47,583	49,118	50,653	52,188	53,722	55,257	56,792	58,327	59,862
11	50,593	52,279	53,966	55,652	57,338	59,024	60,710	62,397	64,083	65,769
12	60,638	62,659	64,680	66,701	68,722	70,743	72,764	74,785	76,806	78,826
13	72,108	74,512	76,916	79,319	81,723	84,127	86,531	88,935	91,338	93,742
14	85,210	88,051	90,891	93,732	96,572	99,413	102,253	105,094	107,934	110,775
15	100,231	103,573	106,914	110,256	113,597	116,939	120,280	123,622	126,963	130,305

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit Q

SALARY TABLE 2004-RUS

INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 10.90%
FOR THE LOCALITY PAY AREA OF REST OF U.S.

(Total Increase 3.90%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,328	17,906	18,483	19,056	19,633	19,972	20,540	21,114	21,138	21,673
2	19,483	19,945	20,591	21,138	21,375	22,004	22,632	23,261	23,890	24,519
3	21,257	21,966	22,675	23,383	24,092	24,801	25,509	26,218	26,927	27,635
4	23,863	24,659	25,454	26,249	27,044	27,839	28,634	29,430	30,225	31,020
5	26,699	27,590	28,480	29,371	30,261	31,152	32,042	32,933	33,823	34,714
6	29,761	30,754	31,746	32,739	33,731	34,724	35,716	36,709	37,702	38,694
7	33,071	34,174	35,276	36,379	37,481	38,583	39,686	40,788	41,890	42,993
8	36,626	37,847	39,068	40,289	41,510	42,731	43,952	45,173	46,394	47,615
9	40,454	41,803	43,151	44,500	45,848	47,197	48,545	49,894	51,242	52,591
10	44,550	46,035	47,520	49,004	50,489	51,974	53,459	54,944	56,429	57,914
11	48,947	50,578	52,210	53,841	55,472	57,104	58,735	60,366	61,998	63,629
12	58,665	60,620	62,575	64,530	66,486	68,441	70,396	72,351	74,306	76,261
13	69,762	72,087	74,413	76,738	79,064	81,390	83,715	86,041	88,366	90,692
14	82,438	85,186	87,934	90,682	93,430	96,178	98,926	101,674	104,422	107,170
15	96,970	100,203	103,435	106,668	109,901	113,134	116,366	119,599	122,832	126,064

NOTE: Locality rates of pay are considered basic pay only for certain purposes--see 5 C.F.R 531.606(2)(b).

Exhibit AA

SALARY TABLE 2004-ATL (LEO)

RATES OF PAY FOR LAW ENFORCEMENT OFFICERS
INCLUDING SPECIAL SALARY RATES AT GG-3 THROUGH GG-10 AND
INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 12.61%
FOR THE LOCALITY PAY AREA OF ATLANTA, GA
(Total Increase 4.33%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,595	18,182	18,768	19,350	19,935	20,280	20,856	21,440	21,463	22,007
2	19,783	20,253	20,908	21,463	21,704	22,343	22,981	23,620	24,258	24,897
3	25,903	26,622	27,342	28,061	28,781	29,500	30,220	30,940	31,659	32,379
4	29,076	29,883	30,691	31,498	32,306	33,113	33,920	34,728	35,535	36,343
5	33,441	34,345	35,249	36,153	37,058	37,962	38,866	39,770	40,675	41,579
6	35,259	36,267	37,275	38,283	39,291	40,299	41,306	42,314	43,322	44,330
7	38,059	39,178	40,297	41,417	42,536	43,656	44,775	45,894	47,014	48,133
8	39,670	40,910	42,150	43,390	44,630	45,869	47,109	48,349	49,589	50,829
9	42,447	43,817	45,186	46,555	47,925	49,294	50,663	52,033	53,402	54,771
10	46,744	48,252	49,760	51,268	52,776	54,284	55,791	57,299	58,807	60,315
11	49,702	51,358	53,015	54,671	56,328	57,984	59,641	61,297	62,953	64,610
12	59,570	61,555	63,540	65,526	67,511	69,496	71,481	73,467	75,452	77,437
13	70,837	73,199	75,560	77,922	80,283	82,644	85,006	87,367	89,729	92,090
14	83,709	86,499	89,290	92,080	94,871	97,661	100,451	103,242	106,032	108,823
15	98,465	101,748	105,030	108,313	111,595	114,878	118,161	121,443	124,726	128,008

Exhibit BB

SALARY TABLE 2004-CHI (LEO)

RATES OF PAY FOR LAW ENFORCEMENT OFFICERS
INCLUDING SPECIAL SALARY RATES AT GG-3 THROUGH GG-10 AND
INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 18.26%
FOR THE LOCALITY PAY AREA OF CHICAGO-GARY-KENOSHA, IL-IN-WI
(Total Increase 4.57%)
Effective January 2004

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	18,478	19,094	19,709	20,321	20,936	21,297	21,903	22,516	22,540	23,112
2	20,776	21,269	21,957	22,540	22,793	23,464	24,135	24,805	25,476	26,146
3	27,202	27,958	28,714	29,469	30,225	30,981	31,736	32,492	33,248	34,003
4	30,535	31,383	32,231	33,079	33,926	34,774	35,622	36,470	37,318	38,166
5	35,118	36,068	37,018	37,967	38,917	39,867	40,816	41,766	42,716	43,665
6	37,028	38,087	39,145	40,204	41,262	42,321	43,379	44,437	45,496	46,554
7	39,968	41,144	42,319	43,495	44,670	45,846	47,021	48,197	49,372	50,548
8	41,661	42,963	44,265	45,567	46,869	48,171	49,473	50,775	52,077	53,379
9	44,577	46,015	47,453	48,891	50,329	51,767	53,205	54,643	56,081	57,519
10	49,090	50,673	52,257	53,840	55,424	57,007	58,591	60,174	61,758	63,341
11	52,195	53,935	55,674	57,414	59,154	60,893	62,633	64,372	66,112	67,852
12	62,558	64,643	66,728	68,813	70,898	72,983	75,068	77,153	79,238	81,323
13	74,391	76,871	79,351	81,831	84,311	86,791	89,271	91,751	94,231	96,711
14	87,909	90,839	93,770	96,700	99,631	102,561	105,491	108,422	111,352	114,283
15	103,405	106,853	110,300	113,747	117,194	120,642	124,089	127,536	130,984	134,431

Exhibit CC

SALARY TABLE 2004-DFW (LEO)

**RATES OF PAY FOR LAW ENFORCEMENT OFFICERS
INCLUDING SPECIAL SALARY RATES AT GG-3 THROUGH GG-10 AND
INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 13.85%
FOR THE LOCALITY PAY AREA OF DALLAS-FORT WORTH, TX
(Total Increase 4.30%)
Effective January 2004
Annual Rates by Grade and Step**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,789	18,382	18,974	19,563	20,155	20,503	21,086	21,676	21,700	22,250
2	20,001	20,476	21,139	21,700	21,943	22,589	23,235	23,880	24,526	25,171
3	26,188	26,915	27,643	28,370	29,098	29,825	30,553	31,280	32,008	32,735
4	29,396	30,212	31,029	31,845	32,661	33,478	34,294	35,110	35,927	36,743
5	33,809	34,723	35,637	36,552	37,466	38,380	39,294	40,208	41,123	42,037
6	35,648	36,667	37,685	38,704	39,723	40,742	41,761	42,780	43,799	44,818
7	38,478	39,610	40,741	41,873	43,005	44,136	45,268	46,400	47,531	48,663
8	40,107	41,361	42,614	43,868	45,121	46,375	47,628	48,881	50,135	51,388
9	42,915	44,299	45,683	47,068	48,452	49,837	51,221	52,606	53,990	55,374
10	47,259	48,784	50,308	51,832	53,357	54,881	56,406	57,930	59,455	60,979
11	50,249	51,924	53,598	55,273	56,948	58,623	60,297	61,972	63,647	65,321
12	60,226	62,233	64,240	66,247	68,254	70,261	72,269	74,276	76,283	78,290
13	71,617	74,005	76,392	78,780	81,167	83,555	85,942	88,329	90,717	93,104
14	84,630	87,452	90,273	93,094	95,915	98,736	101,558	104,379	107,200	110,021
15	99,549	102,868	106,187	109,505	112,824	116,143	119,462	122,780	126,099	129,418

Exhibit DD

SALARY TABLE 2004-PHL (LEO)

**RATES OF PAY FOR LAW ENFORCEMENT OFFICERS
INCLUDING SPECIAL SALARY RATES AT GG-3 THROUGH GG-10 AND
INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 15.32%
FOR THE LOCALITY PAY AREA OF PHILADELPHIA-WILMINGTON-ATLANTIC CITY, PA-NJ-DE-MD
(Total Increase 4.41%)
Effective January 2004**

Annual Rates by Grade and Step

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	18,019	18,620	19,219	19,815	20,415	20,768	21,358	21,956	21,980	22,537
2	20,259	20,740	21,411	21,980	22,227	22,881	23,535	24,188	24,842	25,496
3	26,526	27,263	28,000	28,737	29,473	30,210	30,947	31,684	32,421	33,158
4	29,776	30,602	31,429	32,256	33,083	33,910	34,737	35,564	36,390	37,217
5	34,245	35,171	36,097	37,023	37,950	38,876	39,802	40,728	41,654	42,580
6	36,108	37,140	38,172	39,204	40,236	41,268	42,301	43,333	44,365	45,397
7	38,975	40,121	41,267	42,414	43,560	44,706	45,852	46,999	48,145	49,291
8	40,625	41,895	43,164	44,434	45,704	46,973	48,243	49,513	50,782	52,052
9	43,469	44,871	46,273	47,676	49,078	50,480	51,882	53,285	54,687	56,089
10	47,869	49,413	50,958	52,502	54,046	55,590	57,134	58,678	60,222	61,767
11	50,898	52,594	54,290	55,987	57,683	59,379	61,076	62,772	64,468	66,165
12	61,003	63,036	65,069	67,102	69,135	71,169	73,202	75,235	77,268	79,301
13	72,542	74,960	77,379	79,797	82,215	84,633	87,052	89,470	91,888	94,306
14	85,723	88,581	91,438	94,296	97,154	100,011	102,869	105,727	108,584	111,442
15	100,835	104,196	107,558	110,919	114,281	117,643	121,004	124,366	127,727	131,089

Exhibit EE

SALARY TABLE 2004-DCB (LEO)

**RATES OF PAY FOR LAW ENFORCEMENT OFFICERS
INCLUDING SPECIAL SALARY RATES AT GG-3 THROUGH GG-10 AND
INCORPORATING THE 2.7% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 14.63%
FOR THE LOCALITY PAY AREA OF WASHINGTON-BALTIMORE, DC-MD-VA-WV
(INCLUDING ST. MARY'S COUNTY, MD)
(Total Increase 4.42%)
Effective January 2004
Annual Rates by Grade and Step**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GG-1	17,911	18,508	19,104	19,697	20,293	20,644	21,231	21,824	21,848	22,402
2	20,138	20,616	21,283	21,848	22,094	22,744	23,394	24,044	24,694	25,344
3	26,367	27,100	27,832	28,565	29,297	30,030	30,762	31,495	32,227	32,960
4	29,597	30,419	31,241	32,063	32,885	33,707	34,529	35,351	36,173	36,995
5	34,041	34,961	35,881	36,802	37,722	38,643	39,563	40,484	41,404	42,325
6	35,892	36,918	37,944	38,970	39,996	41,021	42,047	43,073	44,099	45,125
7	38,742	39,881	41,020	42,160	43,299	44,439	45,578	46,717	47,857	48,996
8	40,382	41,644	42,906	44,168	45,430	46,692	47,954	49,216	50,478	51,741
9	43,209	44,603	45,996	47,390	48,784	50,178	51,572	52,966	54,360	55,754
10	47,583	49,118	50,653	52,188	53,722	55,257	56,792	58,327	59,862	61,397
11	50,593	52,279	53,966	55,652	57,338	59,024	60,710	62,397	64,083	65,769
12	60,638	62,659	64,680	66,701	68,722	70,743	72,764	74,785	76,806	78,826
13	72,108	74,512	76,916	79,319	81,723	84,127	86,531	88,935	91,338	93,742
14	85,210	88,051	90,891	93,732	96,572	99,413	102,253	105,094	107,934	110,775
15	100,231	103,573	106,914	110,256	113,597	116,939	120,280	123,622	126,963	130,305